



PHARMACY COUNCIL OF INDIA
(Constituted under the Pharmacy Act, 1948)

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Ref.No.14-56/2022-PCI (Approval Process for 2022-2023 a.s.)

19687-88

24 MAY 2022

To

The Principals / Head of Departments
All Institutions -

- Approved u/s 12
- Approved for conduct of course of study

Sub: Starting of inspection process 2022-2023.

Sir/Madam

This has a reference to the subject cited above. In this connection, I am directed to state that inspections which were kept on hold are going to be started very soon for consideration of approval u/s 12 of the Pharmacy Act, 1948. However, the inspections will be surprise.

In view of above, all institutions are advised to co-operate with the inspection team and ensure that -

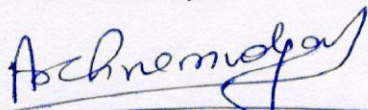
- a) Principal / HOD along with faculty as reflected in the online SIF shall be present at the time of inspection. In case there is a change in the teaching staff position, relieving letter of the faculty which has left the institution along with documentary evidence of new faculty with joining report and relieving from the previous institution shall be produced before the inspection team for verification.
- b) the students shall be available.
- c) documentary evidence of having conducted the classes like practical notebooks of students, attendance register of faculty and students etc. be kept ready.
- d) record of practical training imparted to -
 - i) D.Pharm students under "Education Regulations, 1991 for the Diploma course in Pharmacy" (ER-91) / "The Education Regulations, 2020 for Diploma Course in Pharmacy" (ER-20). (regulation 20 of ER-91 and regulation 18 of ER-20)
 - ii) B.Pharm students under "The Bachelor of Pharmacy (B.Pharm) Course Regulations, 2014". (regulation 7)
 - iii) internship record in respect of Pharm.D students as per Pharm.D Regulations, 2008.
- e) original bills of equipments, chemicals and glassware etc. are available for verification.

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- f) record of sessional exams like sessional papers, answer sheet of students, record of sessional marks etc. be shown to inspectors.
- g) compliance of Council's circulars regarding payment of salary to teaching faculty.

All institutions are requested to keep the documentary evidence / records ready for cross verification by inspectors during inspection

Yours faithfully



(ARCHNA MUDGAL)

Registrar-cum-Secretary