



Maintenance Policy

POLICY DOCUMENT



Appasaheb Birnale College of Pharmacy, Sangli

**South Shivajinagar, Sangli – Miraj Road, Sangli
Maharashtra - 416416**

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1. PREAMBLE

Appasaheb Birnale College of Pharmacy, Sangli was established in 1985 with Diploma in Pharmacy, affiliated to Board of Technical Examination, later Degree course in Pharmacy was introduced in 1991 and is permanently affiliated to Shivaji University, Kolhapur. It has been awarded the status of 2F and 12 B by the University Grants Commission New Delhi. The Post graduate courses in Pharmacy were introduced from 2002 onwards and offer courses in Pharm Chem., Pharmacology, Pharmaceutics, and Pharmaceutical Quality Assurance, all affiliated to Shivaji University, Kolhapur.

The College is an approved Ph. D Centre of Shivaji University, Kolhapur for pursuing Doctoral studies in Pharmacy.

All the courses are approved by All India Council for Technical Education, New Delhi; Pharmacy Council of India, New Delhi; Govt. of Maharashtra, Director of Technical Education, Mumbai, Shivaji University, Kolhapur and MSBTE Mumbai (Diploma Pharmacy)

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2. VISION, MISSION AND PEOS OF THE INSTITUTE

VISION

“Emerge as a centre of excellence by synergizing knowledge, skill, research and technology in pharmaceutical care for the well-being of the society, by nurturing the students for professional integrity”

MISSION

- M1 – Providing knowledge for excelling in pharmaceutical education, research, and technology.
- M2 – Developing critical thinking abilities for problem analysis to work effectively through proper organization and time management.
- M3 – Developing skilled professionals for meeting current advancements in the pharmacy profession.
- M4 – Providing unique profession to the society for health care, environmental care, effective communication and strive for continuing education.
- M5 – Developing students for professional identity with ethical ground.

PROGRAM EDUCATIONAL OBJECTIVES

Academic Excellence

To Provide Comprehensive Pharmaceutical Education with Strong Theoretical and Fundamental Knowledge

Professional Skills

To Inculcate Professional and Ethical attitude, teamwork skills, troubleshooting attitude effective communication skills and multidisciplinary approach in students

Core Competence

To provide students with a strong foundation by integrating pharmacy knowledge and skills with pharmaceuticals research to meet advances in pharmaceuticals, Pharm. Chem, Pharmacology, Pharmacognosy and other pharmaceutical fields

Social Contribution

To create awareness among the students about their responsibilities towards society for contributing to the healthcare system

Multidisciplinary Approach

To develop students with sound knowledge and practical skills to meet the various multidisciplinary aspects.



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3. LABORATORIES

Maintenance Policy-

- The gas pipeline and the burners should be examined annually, and are continuously checked for any leaks. When necessary, the leaking pipes and taps be replaced;
- The electrician does routine maintenance on the exhaust fans in the labs to ensure they are operating properly.
- The coils in the distillation machine are regularly inspected for functionality, and any malfunctioning coils are replaced as needed.
- The lab assistant annually checks the need for chemicals, glassware, and equipment, notifies the HOD, and records the information.
- The store keeps track of concerns relating to repairs and maintenance in the General register.

Responsibilities - Respective Lab In-charge, Laboratory Technician

Utilization Policy -

- All laboratories are used in accordance with the schedule.
- The day-to-day maintenance, such as equipment calibration, is handled by the lab in charge, who also keeps track of the glassware and chemical issues for the specific lab.
- The written application of the work to be carried out, along with Equipment's, Chemicals utilised for work, and duration of work, must be presented to corresponding HOD in order to use Inter-Departmental Laboratory.



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4. LIBRARY

Maintenance Policy -

- Each book is assigned an accession number. The books are organised by subject and placed in the appropriate color-coded racks.
- To stop additional harm to the old books, they are recognised and appropriately bound.

Responsibilities - Library In-charge, Asst Librarian

Utilization Policy-

- When visiting the library, an entry has to be made in the register with the following information: Date, Name, In-time, and Out-time.
- The library card must be presented to the librarian in charge of the library when books are issued in order to use the services;
- Reference books shall be allotted with a one-day return policy.
- Each candidate shall receive two books at a time which shall be returned within a week.

5. SPORTS FACILITIES-

Maintenance Policy-

The issues regarding repair and maintenance are lodged in the register maintained by the store, which is frequently monitored and necessary action is then implemented.

Responsibilities- Sports In-charge

Utilization Policy-

For utilizing sports equipment's, students have to enter the details in the register maintained by store and the store in-charge then issues it.



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6. COMPUTER CENTER

- The institute's computer technician inspects every computer, printer, and other device monthly for system and software maintenance.
- The reports are made available each month. Updated antivirus software guards against attacks on every PC.
- The security features, central server, which is located in the IT department, provides Internet access. The server is highly protected by a firewall and router.

Responsibilities- Computer Technician

Utilization Policy -

- Before using computer, every student is supposed to make entry in the register maintained by computer in-charge.
- To start the computer, students should enter the Login Id and Password provided by institute.

7. CLASSROOMS

Maintenance Policy-

- The Fans, Light and electricity supply should be checked at regular time intervals.
- The classroom should be kept cleaned by sweeper every day and it is monitored by office superintendent.
- The LCD projector and computers in the classroom should be inspected periodically. Necessary replacement shall be done as and when required.
- The issues regarding repair and maintenance should be recorded.

Responsibilities- Electrician, Sweepers

Utilization Policy-

- The classrooms shall be utilized as per the timetable displayed on the Notice board.
- Every student can report to classroom 5 minutes prior to lecture or academics.



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8. ANIMAL HOUSE

- Routine sterilization of husk and feed is done by autoclave. Cages are disinfected and rinsed by hot water at temperature 80-90⁰C for a period 1 hr.
- Animal house is cleaned regularly with detergents and disinfectants like dettol.
- Cages, water bottles, sipper nozzles, stoppers are washed and sanitized with sodium hypochlorite solution before placing the animals.
- Two air conditioners are installed in animal house for maintaining the temperature.
- After animal experimentation all biomedical waste and husk is collected in plastic bags.
- The incineration is carried out at Surya Biowaste treatment facility, Sangli.

Responsibilities - Animal House In-charge, Laboratory Assistant

Sophisticated Instruments -

- The log books are maintained for equipment's.
- The regular maintenance of equipment's is also carried out by concerned Lab In charge
- Institute has Annual Maintenance Contract for the maintenance of sophisticated instruments every year.

Responsibilities - HOD, Lab In-charge, Laboratory assistant

9. SEMINAR HALL

The working of audio-visual system and cleaning of seminar hall is monitored by regular intervals.

Responsibilities- Office Superintendent, Electrician

10. BUILDING

- An electrician and plumber are available to sort out the electricity and plumbing problems of the institute on daily basis.



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- Fire extinguishers are refilled annually for fire safety.
- However, Fire prevention and Life safety measures also installed in the institute.
- The building is cleaned every day. Sweepers are looking after the cleanliness of the building.
- Generator is installed in institute premises (128 KW) for uninterrupted power supply.
- Apart from this UPS is also installed. It supplies power back-up to instrumentation room, conference room and seminal hall. The batteries of UPS are replaced as and when required.
- The campus is protected by concrete wall; CCTV cameras are also installed for security and safety. The institute has signed a security contract with Security Service provider for overall safety and security of the campus.

Responsibilities - Office Superintendent, Electrician, Plumber, Stores In-charge

11. DRINKING WATER

The institute has installed a RO Water Treatment Plant of 100 Liter/hr. capacity to get potable water. In addition to this, institute has installed 3 water coolers.

12. ELEVATOR

A dedicated Annual Maintenance Contract is in place to ensure smooth functioning of lift.

Responsibilities - Office Superintendent, Stores In-charge, Electrician.

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Dr. S. A. Tamboli
Principal



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