



Panchakshri Shivacharya Trust's

Est :- 1973

CHANNABASWESHWAR PHARMACY COLLEGE (DEGREE)

Kava Road, Basweshwar Chowk, Latur-413512 (Maharashtra)

DTE Code :- 2253, University Code :- 947, MSBTE Code :- 2041

Phone No:- (02382) 240192, Fax:- (02382) 243855, Email:- channabasweshwar@gmail.com, Website:- www.channabasweshwar.org

Approved by:- Govt. Of Maharashtra, PCI, New Delhi, Affiliated to :- S.R.T.M.University, Nanded , MSBTE, Mumbai.

1.0 INTRODUCTION

The main purpose of laboratory work in pharmacy education is to provide students with conceptual and theoretical knowledge to help them learn pharmaceutical concepts, and through scientific methods, to understand the nature of science. As per guidance given by premier universities and institute, an academic member of staff must be designated as a lab in-charge for each laboratory. The duties may be specified from time to time by the Principal and management authorities. Course coordinator will deliver the quality education to stakeholder.

2.0 OBJECTIVE

The objective of this policy is to define role and responsibilities of Laboratory In-charges.

3.0 SCOPE

This policy is applicable to all Laboratories in charges, Laboratories Assistants, Laboratories Peon / attendant and students of institute.

4.0 PROCEDURE

4.1 Appointment

Laboratory in-charges are appointed by the Principal / Head of Department, for fixed-term and mostly based on Laboratory handled by the faculty.

4.2 Role and Responsibilities of Laboratory in-charges

- Checking of cleaning and lab records of the Laboratory.
- Calculating lab occupancy and schedule.
- Display of academic lesson plan of practical and lab equipment list on notice board.
- SOP of each equipment and their validation reports maintenance.



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- Raising file for repairing and new equipment and other matter along with Head of the department.
- Issue the slip and give individual approval to M. Pharm./B. Pharm/Pharm.D/D.Pharm student (Other than routine practical's) for use of equipment in case of sophisticated and cost of equipment is more than Rs.50000/-.
- Reporting of any misconduct observed to the competent authority with formal documentation

5.0 REFERENCES: NA

6.0 ANNEXURES: NA



Principal

Channabasweshwar Pharmacy
College (Degree), Latur