

Internal Audit Report

From 1st September 2022 to 16th September 2022

A committee of internal audit of old dental department was formed comprising of five members (Reference – PCDS/DEAN/2022/23/ dated 22/08/2022). The committee visited each department to check for the maintenance of the records of the non consumable and consumable stock format for all consumable and non consumable items in the stock were asked to be filled by each department certified by heads of departments and which is attached herewith. Academic activities were also listed from each department for undergraduate and postgraduate teaching.

The major physical stock for each department was evaluated for usage, repair and condemnation in the department. The committee was also given the task of assessing academic teaching status.

THE TASK DONE BY THE COMMTTEE WAS-

- 1. Sensitisation of the department for internal departmental audit by the heads of departments.
- 2. Availability of stock registers for non consumable and non consumable separately.
- 3. Incharges delegation for section wise stock UG/PG/Preclinic lab/Satellite centre/Minor OT etc in the department.
- 4. Major equipments- repair and working status.
- 5. Dental chairs total available –working and non working.
- 6. Consumable requirement on frequent basis and patients output.
- 7. Academic activities UG and PG teaching from March 2021 to till date.
- 8. Priority based requirements for non consumable and routinely used consumable material for each department.

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



THE OVER ALL COMMON OBSERVATION OF THE COMMTTEE FOR ALL THE DEPARTMENTS WERE AS FOLLOWS-

- All departments were satisfied with existing infrastructure but regular maintenance is required.
- Maintenance and up gradation of fan, switch, tables, lights and al0mirah is necessary.
- Condemnation and replacement of old broken furniture like table, chair, almirah, electrical appliances is required.
- Water and electric connection needs to be upgraded. Electric connection are risky, one department faced (conservative & Endodontics) fire incident during audit.
- Dental equipments including dental chairs needs major up gradation/replacement /condemnation.
- Equipments and instruments in few departments are expensive but not in use due to shortage of consumable attachments/software. Some equipment are beyond repair and needs replacement as companies are outdated and their attachments are not available as companies are out dated (15 years back purchased). For example: CAD/CAM, striker blades, OPG, RVG
- The availability of consumables was satisfactory since last 3 months in all departments.
- Deficiency of A/4 size papers, soaps and hand wash reported by all departments.
- Maintenance of nonconsumables like dental chairs, instruments, equipments, autoclave, and sterilization are not done properly.
- Cleaning and washing of the departments: including infrastructure, materials, equipments like dental chairs, tables, chairs are negligible and not satisfied.
- There is severe shortage of cleaning staff personnel's, so the cleaning is done only twice a week.
- Trained and skilled attainders/cleaners are very necessary and should be given separately to each department. One permanent chair technician is required.
- Condemnation Committee need to be established and made functional on regular basis (annual) to remove the scrap from all departments.
- In few department, staff on notice period or resigned/ relieved which hamper academic functionality of the department, arrangement of the same are advised /or suggested priority.
- PG activities and UG academic calendars should be followed as per schedule.
- Attendance of the UG students is monitored on daily basis. Shortage of attendance is reported to the dean office, with detailed description.
- In stock registers separate entries should be done for consumable- stationary/ general

items and clinical items.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman) Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



• For not working things job card required.

RECOMMENDATION BY AUDIT COMMITTEE

- 1. The stock entries in the register for eg item issued ,consumed ,opening balance , remaining balance closing balance. Remaining balance needs to uniform for all the departments.
- 2. All the department faculty in-charge nursing staff and attenders should be sensitized for stock record keeping cleaning and maintenance of all equipments and judicious use of consumable materials.
- 4. Internal departmental audit should be conducted at regular intervals. Opening & closing data of consumables should be mentioned.
- 5. Consumables on a monthly basis should be checked half yearly or annually. Non consumable should be checked half yearly or annually.
- 9. One teaching faculty may be delegated the responsibility of supervision and verification for periodic departmental stock audit.
- 10. Policy should be made for systematic protocol of repair and maintenance.
- 11. Fumigation of every department should be done on weekly basis and sterilization protocols should be strictly followed by each department.
- 12. Major cases/ procedure/ surgery/ pathology/ radiograph patient data record should be archived systematically for research and publications from the departments.



Department of Periodontics

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 01.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows

- **Based** on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- **❖** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items. Overwriting should not be done in the stock register.
- 2. The index of stock register was not arranged properly, it should be arranged alphabetically.
- 3. Condemnation register should be maintained properly.
- 4. There is no repeated autoclaving of gloves, it should be done with proper enteries while issuing.
- 5. Disparity noted in the number of patients and work completed.
- 6. Department reported the deficiency of following materials: Mouth masks, Head caps, GTR membrane, Bone graft material, Stationary registers, pens, pencils.
- 7. Entry of UG activity should be maintained.
- 8. Some of dental chairs are not working properly.
- 9. Requirement of 5 autoclaves, but only one is functioning.
- 10. Autoclave register should be maintained properly.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Computer with latest configuration
- TFT screen for RVG
- Soft tissue laser
- Fluorescent plaque disclosure devices
- Piezo surgical unit
- Air polisher

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Public Health Dentistry

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 13.09.22 & 14.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **❖** Based on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items.
- 2. Department reported that there is no advantages for camp patients regarding treatment.
- 3. In satellite centre of Gunga, dental chair is not connected therefore treatment is not possible there.
- 4. In undergraduate section 16 chairs are incomplete with no head rest and arm rest.
- 5. Need proper documentation and follow-up for the tobacco cessation unit of the department.
- 6. Camp Statistics should be maintained properly with photographs.
- 7. Mobile dental van is not working properly.

AUDIT TEAM:-

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Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Carbon monoxide monitor
- Well equipped mobile dental van
- Computer with latest configuration

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Prosthodontics, Crown & Bridge Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 05.09.22 & 06.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **Based** on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items. Number should be present inside of issue register as well.
- 2. In issue register index should be alphabetically maintain.
- **3.** Material using for academic purpose and clinical purpose should be maintain separately.
- **4.** CAD-CAM furnace not working
- **5.** Necessity of washroom in C Block-water (pre-clinicals)
- **6.** Trained technician required for repairing of dental equipments.
- 7. Unused CAD-Cam system needs evaluation for making it functional.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced treatment procedures:

- Computer with latest configuration
- Requirement of RVG sensor in implant section
- CAD CAM system
- Motorised suction unit
- Intraoral scanner

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)

Yes	The state of the s
Yes (short supply)	
Yes	
Yes	
Yes (Short Supply)	
Yes	
Yes	
Yes (short supply)	
Yes (Gel - short supply)	
Yes	
Yes	
Yes	
	Yes (short supply) Yes Yes Yes (Short Supply) Yes Yes Yes (short supply) Yes (Gel - short supply) Yes Yes

Future Equipment's required for better Academic activities and for advanced treatment procedures.

- 1. TFT ScreenFor RVG
- 2. LED With Intra-Oral Camera
- 3. Computer Control Local Anesthetic Delivery System
- 4. Hydro Solder
- 5. Chemo-Mechanical- Caries Removable Agent.
- 6. Caries Detector Dyes

Dr.Shubhangi Mhaske Chairman Dr. Shiva Kumar Co- ordinator NKirtiJajoo Member Dr. Shazi Fatima Member

Department of Pedodontics

Internal Audit report

For the period from 1stSeptember 2020 to 31stMay 2021

Internal audit was conducted on 1st and 2ndJune 2021 by auditing team . Verification of Non-consumables, consumables, academic audit was done.

The findings are as follows

- 1. Based on the data and records provided and shown by the respective stock in charges of department was found to be satisfactory
- 2. The records are updated systematically for all stock registers.
- 3. The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- 4. The department is fulfilling all the DCI requirements
- 5. The academic audit was satisfactory and was fulfilling the UG and PG curriculum.

Specific observations/ requirements for the department were as follows.

Non-consumables

Items	Non repairable	Repairable
RVG		Yes
X-ray	Yes	No
Scaler		Yes
Light cure unit	Yes	
Dental chair		17 - UG, 01 - PG

Consumableitems

Items	Routinely Required for patients		
GIC-IX	Yes (short supply)		
Cavit- G	Yes (short supply)		
GP Point (15-40) (45-80)	Yes		
Zinc oxide powder-Liquid	Yes (short supply)		
Metapex	Yes (Short supply)		
MTA - White / Grey	Yes		

- 10. Not working equipment should be separated as reparable / not repairable and Follow up for repairable equipment should be done.
- 11. Repair of the high end equipment should be avoided by local untrained professionals.
- 12. If equipment outsourced for repair, it should be approved by competent authorities and documented.
- 13. Regular maintenance (3, 6 months/ annual) it should be done for effective functioning as per requirement for each equipment.
- 14. Non repairable equipments / instrument should be approved and supported by concerned technical opinion (by medical engineer/ mechanics) be signed by departmental staff in -charge, faculty or concern individual.
- 15. Policy should be made for a systematic protocol of repair and maintenance.
- 16. Qualified dental chair technician and a biomedical engineer may/ should be available fulltime for trouble shooting issues for smooth functioning.
- 17. Fumigation of every department should be done on weekly basis.
- 18. Sterilization protocols to be strictly followed by each department.
- 19. Steps should be taken for cleaning and maintaining clinic .Minor cleaning maintenance like Spittoon cleaning of dental chairs not upto mark .for eg.Dental chairs should be raised and hot water to be poured in spittoons.
- 20. Major cases/ procedure/ surgery/pathology/radiograph patient data record should be archived systematically for research and publication from the departments.
- 21. The Physical stock verification of each non consumable/consumable particulars may be done with the tallying verification of stock from Central store.

22. Distallation plant

Dr.Shubhangi Mhaske Chairperson

Dr. KirtiJajoo Member

Dr. Shazi Fatima Member Co- ordinator

Dr. Shiva Kumar

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Store Assistant

Future Equipment's required for better Academic activities and for advanced treatment procedures-

- 1. Surgical loops
- 2. CO2 laser
- 3. Surgical microscope
- 4. TMJ arthroscope
- 5. Piezo kit

Faculty incharge and staff nurse/technician-

Physical stock -

A. Non Consumable – Dr. Satyaprakash Nigam

B - Consumable -

Dr. Prashant Jain

Academic activities

PG-

Dr. Ashutosh Pathak

UG-

Dr. Charu Dixit

The findings are as follows

1. Stock register of consumable items are not maintained and not entered properly.

- 2. Many consumable items are not procured since 2016, but treatment for the patients is rendered without getting the items from the central store.
- 3. Most of the equipments are not working and some are very expensive items.
- 4. Emergency drugs may be arranged properly in UG/PG clinic. Audit for expiry of same may be done by concern staff incharge.
- 5. Condemned items register is available in the department but to be updated.
- 6. Items which are not used should be closed for purchase.
- 7. Many follow up cases are directly treated in the department without following the oral medicine OPD entry protocol. Proof of special cases (photos/videos) pre and post treatment should be preferably available for interdepartmental and archival retrospective research of department.

8. Minor Operation Theater is not in working condition; most of cases are treated / operated by faculty in PG clinic.

Dr. Shubhangi Mhaske Dr. Shiva Kumar

Dr. KirtiJajoo

Dr. Shazi Fatima

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3 The record of a

Chairman

Co- ordinator

Member

Member

Store Assistant



Department of Conservative & Endodontics

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 10.09.22 & 12.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **❖** Based on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- **The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.**
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items.
- 2. Requirement of Staff on regular basis is not fulfil.
- 3. Every Saturday, the department has to report to HR department, which is not feasible.
- 4. RVG is not working
- Chairs are not properly working, among 34 dental chairs in undergraduate section only 8 are working and in postgraduate section among 22 dental chairs 20 are working.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

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Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



- 6. Airotor, hand pieces are not working (80-90%), which hampering patient service by faculty expertise.
- 7. Casting lab and casting machine not working.
- 8. Shortage of OPD cards since last 2 weeks.
- 9. VIP patients are not paying genuinely, which can hamper the total revenue.
- 10. None of the front loading autoclave is working and pressure is also not even in the entire department which affects the functioning.
- 11. No washroom in the department, only present in the HOD room.
- 12. An incident of fire reported at the second day of our audit, which has done significant damage in the department. The damage was reported to competent authorities and the entire document related to the same is included in the audit report by the department.

Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Computers with latest configuration
- Caries detector dyes
- Microscope with beam splitter and camera attachments
- Hard tissue laser
- Chairs- Endomotor and apex locator for staff
- Ceramic furnace (DCI requirement)
- Aesthetic clinic (proposed)
- High volume suction-5 (DCI requirement)

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

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Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



- Masseran kit
- Ultrasonic treatment kit
- Microsurgical kit (DCI requirement)
- LED with intraoral camera
- TFT screen for RVG
- RVG with 2 printers
- Radiography room-AERBA complaint
- 70 Kvp AERBA complaint X ray machine
- Nursing staff and one clerk

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)

- 10. Not working equipment should be separated as reparable / not repairable and Follow up for repairable equipment should be done.
- 11. Repair of the high end equipment should be avoided by local untrained professionals.
- 12. If equipment outsourced for repair, it should be approved by competent authorities and documented.
- 13. Regular maintenance (3, 6 months/ annual) it should be done for effective functioning as per requirement for each equipment.
- 14. Non repairable equipments / instrument should be approved and supported by concerned technical opinion (by medical engineer/ mechanics) be signed by departmental staff in -charge, faculty or concern individual.
- 15. Policy should be made for a systematic protocol of repair and maintenance.
- 16. Qualified dental chair technician and a biomedical engineer may/ should be available fulltime for trouble shooting issues for smooth functioning.
- 17. Fumigation of every department should be done on weekly basis.
- 18. Sterilization protocols to be strictly followed by each department.
- 19. Steps should be taken for cleaning and maintaining clinic .Minor cleaning maintenance like Spittoon cleaning of dental chairs not upto mark .for eg.Dental chairs should be raised and hot water to be poured in spittoons.
- 20. Major cases/ procedure/ surgery/pathology/radiograph patient data record should be archived systematically for research and publication from the departments.
- 21. The Physical stock verification of each non consumable/consumable particulars may be done with the tallying verification of stock from Central store.

22. Distallation plant

Dr.Shubhangi Mhaske Chairperson

Dr. KirtiJajoo Member

Dr. Shazi Fatima Member Co- ordinator

Dr. Shiva Kumar

mar ay a lessan :

Store Assistant



Department of Oral Medicine & Radiology

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 02.09.2022

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- ***** Based on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- **The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.**
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items. Entries should match with the indent register.
- 2. For not working things, application and certificate from technician is mandatory.
- **3.** X-ray machine is very old, which hampered working.
- **4.** 2 OPGs are available but not working.
- **5.** Automatic processor, x-ray viewer, and autoclave are not working.
- **6.** Department should maintain separate register for x-rays.
- 7. Department proposed, requirement of training of nursing staff for autoclaving, which help in the better functioning.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



- 8. Requirement for attainder/sister change or transferred for better working of department.
- 9. Requirement of a Technician for CBCT required.

Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Computers with latest configuration
- Backup storage, one dry printer, white sheets, plastic carry pouch and envelopes for CBCT.
- LASER-soft tissue
- Fumigator
- Pulse oximeter
- Infra thermometer
- Pocket TENS
- Pedal- controlled sanitizer
- Pedo x-ray films
- Referral registers for biopsy and cytology
- Emergency drugs

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Oral Pathology & Microbiology

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 16.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- ***** Based on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items. Entries should be maintained properly in-stock register.
- 2. All microscope records should be maintained properly via pens.
- 3. Invoice copy should be maintained to department wise by stock.
- 4. A good trained technician required for better patient service and functionality.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Computer with latest configuration
- Semiautomatic analyser for basic
- Hematological investigation
- Fumigator

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Orthodontics

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 07.09.22 & 09.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **❖** Based on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items.
- 2. Archival record stock of patient cast models may be organized for further better use.
- 3. Log book should be maintained properly; seminars and JC time table should be to be strictly followed by respective in charge staff.
- 4. Autoclave is not working.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced

treatment procedures:-

- Computer with latest configuration
- DSLR camera
- Software digital
- Hydro solder
- Biostar machine
- Printer Cephalo hard copy-2

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Oral & Maxillofacial Surgery

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 03.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **Second Second S**
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items.
- 2. Signature and seal should be present on all condemned letters
- 3. Department reported that some items obtained from Ritu memorial (2008), which were non consumable were shifted here and are not indented from store, so there are no youchers for that.

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



- 4. Deficiency of the following items in the department:
 - a. Local Anaesthetics., the department needs 5 vial/day but they are getting only 3 vial/day.
 - b. Normal saline
 - c. Gloves, syringes,
 - d. Patient drapes and gowns.
 - e. Lights, switch boards in the department
- 5. X-ray machine and autoclave are not working. All front loading autoclaves from college all are condemned. Only one cautery is not working in the department.
- 6. Total 5 physio hand piece are there: one is working and 2 are condemned
- 7. There are total 5 micro motors and only one cord working, so there is requirement of 2 working micro motors.
- 8. Condemnation of old equipment is required for better functioning of the department.
- 9. Scarcity of suction motors
- 10. Requirement of infrastructure updation.



Future equipment requirements for better academic activities and for advanced treatment procedures:-

- Computer with latest configuration
- Defibrillator's Cord, BP machine
- Formalin chamber required
- Air Conditioner in minor OT.
- Surgical loop
- Co2 laser
- Surgical microscope
- TMJ Arthroscope
- Piezo kit

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Department of Pedodontics

Internal Audit Report

From 1st September 2022 to 16th September 2022

Internal audit was conducted on 15.09.22

Verification of Non-consumables, consumables, academic audit was done

The findings are as follows:-

- **Based** on the data and records provided and shown by the respective stock in charge of the department was found to be satisfactory.
- ***** The given format was properly prefilled which was verified and asked for rectification by the committee on certain particulars.
- **❖** The academic and internal audit was satisfactory and was fulfilling the UG and PG curriculum.
- 1. In stock registers separate entries should be done for consumable- stationary/ general items and clinical items.
- 2. RVG and computer not working.
- 3. MTA 6 month expired, required new MTA for proper functioning.
- 4. Metaplex not available

AUDIT TEAM:-

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)



Future equipment requirements for better academic activities and for advanced treatment procedures:-

- i) Computer with latest configuration
- ii) TFT Screen for RVG
- iii) LED with intraoral camera
- iv) Computer controller local anaesthetic delivery system
- v) Hydro solder
- vi) Chemo-mechanical caries removable agent
- vii) Caries detector dyes

Dr. Shubhangi Mhaske (Chairman)

Dr. Kirti Jajoo (Member)

Dr. Anshika Khare (Member)

Dr. Shiva Kumar (Co-ordinator)

Dr. Shazi Fatima (Member)

PEOPLES COLLEGE OF PARAMEDICAL SCIENCES AND RESEARCH CENTRE BHANPUR, BHOPAL 462037

Minutes of 2nd Meeting of Internal Quality Assurance Committee (Administrative and Academic Affairs) for the Academic session 2021-22 which was held on 30th April 2022 at Council room PCPS new building at 3.00 pm.

The following Committee members were present with full quorum:

- 1. Dr P R Suresh, Chairperson.
- 2. Dr Priyanka Shukla, Vice Chairperson.
- 3. Mr. Bene Prakash Lakra, Administrative Member.
- 4. Dr. Akansha Sharma, Member.
- 5. Mr Shrawan Yadav, Member.
- 6. Dr. Naved Ahmed, Member.
- 7. Mr Anil Chandrawanshi, Student Member.
- 8. Mr Gaurav Mishra, Student Member

AGENDA-

- Review of previous Meeting Minutes.
- Academic Review.
- Internal Audit action taken review (July 2021- Dec 2021).
- Briefing and Suggestions on Extension Activities.
- Teaching Methods review (OSCE).
- CO Analysis, Session 2020 21.
- Action taken report on Feedback.

People's Cologo of Paramedica,
BiSciences & RC, Bhores

1. REVIEW OF PREVIOUS MEETING MINUTES -

The committee had reviewed the previous meeting minutes, the proceedings were found satisfactory and the tasks were completed. The panel had approved it.

2. ACADEMIC REVIEW -

Dr Priyanka Shukla and Mr Shrawan Yadav briefed about proper execution of the time table of the revision Practical Classes conducted. The practical exams were also conducted for the same during first Sessional exams. Chairperson requested all the faculties to display the first Sessional results as soon as possible by first week of May and asked to start preparation for second Sessionals and display the time table soon. Anil Dixit Student member, describe about the syllabus deficiencies for second Sessional Exams, he said that the students want more of practical classes, Chairperson requested Mr Shrawan Yadav to fulfill the need of the students regarding practical classes and coordinate for the same.

3. INTERNAL AUDIT ACTION TAKEN REVIEW (JULY-DEC 2021)-

Dr Priyanka Shukla briefed about the Internal Academic audit from duration July 2021 - Dec 2021 held on 21/01/22 to 22/02/22. The committee had reviewed and verified all the documents, registers and reports. Apart from minor improvements no major deficits were screened out. The follow up had taken by the audit team and the improvements were found satisfactory. The committee

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People's College of Paramedies v

4. BRIEFING AND SUGGESTIONS ON EXTENSION ACTIVITIES –

The committee appreciated the efforts of faculties and students in celebration of April Cool's day via Plantation Drive. Students of PCPS plated more than 50 trees in a day and distributed pamphlets in society for plantation awareness. Chairperson assigned Dr Priyanka Shukla to coordinate International Yoga Day celebrated on 21st June 2022 and prepare a presentation on health benefits of Yoga. He further asked to assign some intern students to practice Yogasanas and Pranayams and elaborate the effects and uses of the same. Mr Shrawan Yadav is assigned to coordinate few seminars for BMLT students in the month of May and June and display the notice soon after finalizing the dates with the resource person.

5. TEACHING METHOD (OSCE) REVIEW -

Chairperson introduced the OSCE (Objective Structured Clinical Examination) method for practical conduction and briefed about the implementation methodology. The committee appreciated the method requested all the faculties to make OSCE methods for various practical's for all the programs and implement as early as possible.

6. CO ANALYSIS REVIEW, SESSION 2020-21 -

Mr Shrawan Yadav presented the course outcome analysis conducted on BMLT final year students. Out of 46 students percentage of outcome of most of the students analyzed is above 70 percentage. The course outcome score is 3. The committee reviewed and approved the report. Chairperson requested all the class in charges to conduct the course analysis for all the subjects in various classes and submit the report soon.

Sciences & RC. Bluman

7. ACTION TAKEN REPORT ON FEEDBACK -

As in the previous meeting Mr Anil Chandrwanshi requested for the histopathology faculty. A new faculty for histopathology had recently joined and was handed over the deficient syllabus. Anil had given the feedback about the smooth conduction of histopathology classes.

As there were no other agendas to discuss. The meeting ad

ended with had permission of chair

PRINCIPAL

People's College of Parametics & Sciences & RC, Bhoppi

Bhopal Sciences Bhopal See Of Sciences Assertion Constitution Constitu

People's College of Paramedics !



PEOPLE'S UNIVERSITY

PEOPLE'S COLLEGE OF PARAMEDICAL SCIENCES & RESEARCH CENTRE

Date-30/04/22

INTERNAL QUALITY ASSURANCE COMMITTEE (ADMINISTRATIVE AND ACADEMIC AFFAIRS)

ATTENDANCE SHEET

COMPANY OF THE PROPERTY OF THE			The second secon
S.No.	Name of Members	Designation	SIGN
	DR. P.R.SURESH	Chairperson	THE WAR
2	DR PRIYANKA SHUKLA	Vice Chairperson	Har
3	MR SHRAWAN YADAV	Faculty Member	The state of the s
4	MR BENE PRAKASH	Faculty Member	The state of the s
5	DR AKANSHA SHARMA	Faculty Member	De.
6	DR NAVED AHMED	Faculty Member	Jakle
7	ANIL CHANDRAWANSHI	Student Member	The pulsa
8	GAURAV MISHRA	Student Member	(Juste





ISO 9001:2015 Certified

PEOPLE'S COLLEGE OF PARAMEDICAL SCIENCES & RESEARCH CENTRE

Date- 22/01/22

I ACADEMIC AUDIT REPORT

Session 2021-22... Date of Audit 21/1/22 - 22/1/22.

Duration of appraisal: from July -2021. to ... Dec - 2021.

S.N.	Criteria	Current Status		Actions Required
01	Academic Documents	Not. of all herasa	he academ	All records
	1. Syllabus	2. Attached in all	Scadenic	Verified and found
	2. Academic Çalendar	3. Elident détails à	re present	Catie lactory.
	3. Students Details	3. Letter la various de	bastments	Smod
	4. Letter to departments	are dispatched	recieve	7
	5. Enrollment list	u helpe the se	attached	•
	6. Time Table (Online	3. Caso Unles		
	Classes)	6. Time table is at	1 1.4	
	7. Topic register	F. Topic registers as	e updale	
	8. Attendance Register	1 staslance 1 eg	ses un	
	9. Faculty Assignments	a faculty assignm	ente are	
	10. Anv Others	in ph. in pen are al	fachedi	1

N.	Criteria	Current Status	Actions Required
02	Day To Day Assessment 1. Assignment	1. Assignment list l'hactical Lieks are updated d'aliste	yed. * All seconds
	2. Topic completion Quiz	2. Topic Completion Quize are Conducted regularly Reco	
	3. Class Test/ Viva		// //
	4. Project/Dissertation	2. Class Tests Niva recording	nd
	copies	Satisfactories 4. Final years from all	* Final Year tutor
	5. Log Book	brograms had submitted	Tacharges are lequel
	6. Presentations	Sunobses. Tobies arellel	- led to finaline the
	7. Projects/Dissertation	to be finalised.	Jacharges are reques -ted lo finalize the broject lopic soon.
	copies	5. Predentation seconde are four 6. Log books of the interhe	
	8. Any Others	are submitted & distributed.	
03	Clinical Posting	* Internehip recorde are	All records are naintained & found Is satisfactory.
	1. Online class Time Table/	verilied.	2 + 2 1 1 / 2 1
	Schedule-students	2. Faculties are going on	natulained & found
	2. Duty Roaster-faculties	exterior of postings Record	le Satisfactory.
	3. Attendance- students	found:	0 0
	4. Case File	a Dolft undance of the	
	5. Any Others	Eulera studente are	
		Verified.	• .
		Verified. 4: Des log-book pattern is matroduced & distribute to interns.	-d.
	,	to interns.	

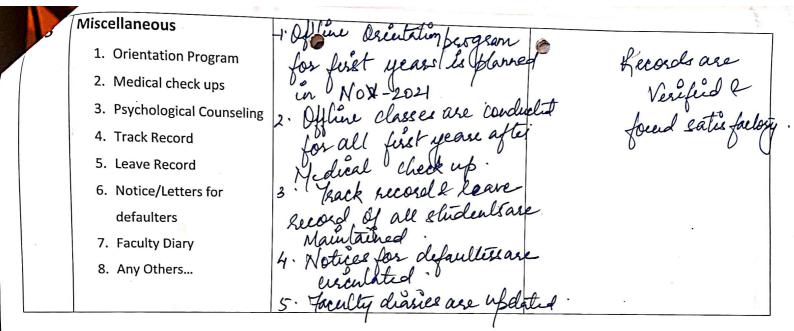
4	Sessional Examinaion 1. Time Table (Exams) 2. Sesional Attendance Sheets 3. Sesssional Results 4. Question Paper 5. Answer booklets of various Exams 6. Any Others	Are displayed. SI Sessional examinetal displayed in mentor mento groups of every class: 4. Question paper of III sessional are prepared by the faculties: 5. II sessional answerbook	Records are found Latisfactory.
.N.	Criteria	paf are stored a printon	Actions Required
5	INTERNAL ASSESMENT	After III RELSIONAL EXAMS.	0
	1. Formative	facultin are requested to conflete formattive I submitte	found latiefac
	2. Summative	for lesson 2020-21 forall	classes. tosy.
6	Mentor Mentee	01.660	0 , 1 , 0 , 20
	Interaction	Records are available	Kecords for session
	Interaction Form	for every class 2	2020-21 are
	2. Interaction	found Salisfactori	Records for Session 2020-21 are Verified & found. Salisfactory
	documentation	Lange of the state	0-12 lastoni
			sausfactu og
			0 0

	Slow Learners	1. Strange are
	Mode of Identification	Records are veryling
	and list	2. Special Classes time-table & found satisfactory
	2. Time Table	is displayed for
	3. Tutorial Classes/Lecture	every class.
	Notes etc.	3. Peor odical Psychological
	4. Any Others:	Counselling is conducted:
08	Disadvantaged Learner	1. List is available with
	Mode of Identification	1 1 1/01/190.
	and list	2. Enbooks & book-bank fevorde are available
	2. Supportive	
	Classes/System	In the Library.
	3. Psychological Counseling	and founcelling
	4. Any Others	3. Buchologica to
		is conducted for
		afadouts records are
		facility is provided Verified. in the hiboary. 3. Psychological lourselling is conducted for seconds are students. seconds are available.
	r.	

N.	Criteria	Current Status	-
09	Availability/functioning of		Actions Required
	resources	1. Offline Classes of session 2021-22 are started from	Records are Verified t
	1. Teaching Aids	N/AVA	VODY
	(Board/chalk/LCD	2: All the teaching aids are provided	Jourd salisfactory.
	Projector/Screen etc.)	2 Acc / Considered	Tour s grown
	2. Furniture and Other	are provace	9
	Facility at Class Room	3. Library utilisation	
	3. Library- Utilization and	fecords are found	
	Provisions	satisfactory.	
	4. Any Others	·	
10	Feedback	1. Mentor Wenter intracting	0.40
	Direct Interaction	are promoted in each	Records Verified &
	2. Student Feedback Forms	class fecords found.	found calle factory
	3. Faculty Feedback forms	are avallable;	
	4. Stakeholder Feedback	38 takeholders feedback	. Feed back analysis
	form	A 0 T/ a / 1 600	al a la be la ducted
	5. Orientation feedback	ledback form kecord	Should be conducted for less con 2020-21
	form	is avoi lable.	
	6. Any Others		

	Research 1. Ongoing a. Students b. Faculties 2. Completed a. Students b. Faculties 3. Publications with weight age	Joe ongoing Pa students reasearch & one resu -ch of faculty is coads -he Records are found.	hecoras are benjud.
S.N.	Criteria	Current Status	Actions Required
12	Co-curricular activities	1. Evs Exams is conducted	, Provide Mar
	1. EVS syllabus	2. NSS. Syllabus is bifuse	le. fecorde are ated verifies & apolated.
	2. NSS syllabus	2. NSS. Syllabus is bifuse	and verifice and ated.
	3. Disaster Management	la various facultics. 3. D.M. classes are	7
	Classes	3. D.M. classes are conducted & feells	
	4. Health models/Health	conducted & Testing	
	charts	are displayed agles	
	5. Health Awareness Camps	are displayed after Exams	
	6. Educational Tours	4. Leave Lecords for	,
	7. English Classes	L'éleane records for defaultes és drailable	•
El.	8. Any Others	0.	
		1	

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Over all remarks: - All the deficits found in the seconds are
to be upolated & seported soon.

* Sibrary utilisation of faculties & Students should be
encouraged More.

* Research activities should be promoted among the
faculty & Stadents.

All the nichos con provements suggested are updated and verified. Nocuments are availed and found satisfactory. Follow ups:

Name & Sign with date

S Wawan K. Yadar

Name & Sign with date

Auditor

Pringanka Shukla Name & Sign with date

Auditor



PEOPLE'S UNIVERSITY

(180 9001 2015 Saylified)

PEOPLE'S COLLEGE OF PARAMEDICAL SCIENCES & RESEARCH CENTRE

Date: 14/06/22

LIST OF SEMINAR

S. No.	DATE	TOPIC	RESOURCE PERSON	NO. OF BENEFECIER
1	18/01/2021	WEBINAR ON STUDY &	MS. KRATIKA	96
		MORPHOLOGY OF BACTERIA	CHANDRAVANSHI	-
2.	30/01/2021	WEBINAR ON ROLE OF	DR.SWATI	98
	46	PHYSIOTHERAPY IN LEPROSY	PANDYA	
3.	27/03/2021	WEBINAR ON FACIAL	DR. R.	84
		REORGANISATION TECHNIQUES	ARUNMOZHI	
4.	17/04/2021	ROLE OF PHYSIOTHERAPY IN	DR.KSHIPRA	100
		COVID-19 PATIENT	CHAKANKAR	
5.	3/6/2021	WEBINAR ON BIOCHEMICAL	MS. KM RAJUL	96
		BASIS OF CANCER		
6.	19/06/2021	ROLE OF PHYSIOTHERAPY AFTER	DR. UDAYBHAN	89
		TKR	SINGH	
7.	4/8/2021	WEBINAR ON DIAGNOSIS OF	MS. UPASANA	51
		MYCOBACTERIUM	GOUR	
		TUBERCULOSIS		
8.	13/8/2021	INTRODUCTION TO RESEARCH	MS. ALEENA	72
		FOR PHYSICAL THERAPY	IRSHAAD	
	-	STUDENTS		
9.	1/12/2021	AIDS AWARENESS	DR. MITAL SHAH	67
	-		PRAJAPATI & DR.	
			NEERAJ PAWAR	
10.	15/01/22	MICROBIOLOGY &	DR. SHAZIA	53
		CONTAMINATION CONTROL	MANSOOR	
11.	28/02/22	BIO-CHEMICAL DIAGNOSIS OF	MS. PRABHA	71
		DIABETES MELLITUS	SINGH	
12.	10/03/22-	WORLD KIDNEY DAY	MR. AHAD KHAN	55
	12/03/22	CELEBRATION	& MS. RUCHI	
			NAVIC	

13.	24/03/22- 31/03/22	WORLD TUBERCULOSIS WEEK	MS. NIKITA PATEL & MS. UPASNA GOUR	116
14.	7/06/2022	CULTURE MEDIA & SAMPLE	MS. SHIVANI YADAV	35
15.	9/07/2022	OVERVIEW OF CLINICAL RESEARCH &	DR MUKUL MOURYA	48
		APPLICABLE REGULATION		

Principal

PCPS & RC

PRINCIPAL

People's College of Parametro-Sciences & RC, Bhore



ACADEMIC AUDIT



DAA/ACADEMIC AUDIT/20-21/VERSION-2

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PEOPLE'S UNIVERSITY

Since quality enhancement is a continuous process, People's University IQAC is working towards realization of the goals of quality enhancement and sustenance. People's University IQAC strives to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. IQAC is determined to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Teaching, now a days, has become a challenging and ever changing profession. It is transforming in all aspects like the learner, teaching environment and curriculum. Teaching must be done in accordance with the learner's needs.

Vice Chancellor

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DETAILS OF CLASSES/PRACTICALS/CLINICAL POSTINGS FROM April 1, 2021 to June 30, 2021

S.NO.	YEAR/ SEM	BATCH	PROGRAMME	NAME OF COURSE	NUMBER OF THEORY CLASS DURING THE QUARTER	NUMBER OF PRACTICAL/CLINICAL
					CLASS DURING THE QUARTER	POSTING CLASS DURING THE QUARTER
	399					
				7.43		

Signature of Faculty

Signature HOD/HOI

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April 1, 2021 to June 30, 2021

OTHER ACADEMIC ENHANCEMENT/ ADMINISTRATIVE WORK

1. Research Work. 2. Exam Duty. 3. Conference / Seminar/ Workshop / FDP attended or organized. 4. Number of Students Interacted for Personal Counseling/ Career Counseling. 5. Tasks Related to Regulatory Body/ NAAC/ NBA/ NABL/ NIRF/AISHE/ others. 6. Extra Curricular work like NCC/ NSS/ Sports/ Cultural / Extension Activities/ Student Grievance/ Outreach Programme others. 7. Any other work like Admission Counseling, Professional Activity etc.

Signature of Faculty

Signature HOD/HOI

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	QUARTERLY REPORT April	, 2021 to June 30, 2021	
Contribution in Curri	ula development :-		
Contribution in Syllab	is revision processes :-		
	d with focus on competency/ employability/ entrepreneu	rship/ skill development :-	
	es, Diploma, Fellowships & online courses proposed :-		
a dolpadon with Stud	nts for field visits / research projects / Industry internshi	o or training/community postings (Brief Description) :-	
tails of Special progra	nmes conducted for advanced learners and slow perfor	mers :-	
tails of Special progra	nmes conducted for advanced learners and slow perfor	mers :-	
itails of Special progra	nmes conducted for advanced learners and slow perfor	mers :-	
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QUARTERLY REPORT

April 1, 2021 to June 30, 2021

Mention the Student centric methods	are used for enhancing learning experiences by (Tick):
Evporiential	and document and ingliearning experiences by (Tick):

Experiential learning

Integrated/Inter-disciplinary learning
Patient-centric and Evidence based learning

Participatory learning

Project -based Learning

Problem- Based Learning

Role Play

Self - directed learning Others (please mention):

ICT -enabled tools used for effective teaching and learning process, including online e-resources

Awards and recognitions received for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations /academies during the quarter

Collaborative research / Conference Participation with Universities/ Research Labs & other agencies in Indian and Abroad

Grants received for research projects /clinical trials sponsored by non-government sources such as industry, corporate houses, international bodies, endowments, professional associations.

Grants received for research projects/clinical research project sponsored by the government funding agencies

Signature of Faculty

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UNIVERSITY	reopie's University, Bhopal
	QUARTERLY REPORT April 1, 2021 to June 30, 2021
Workshops/seminars on Intelle	octual Property Diebte (IDD) (
Conducted :	ectual Property Rights (IPR)/ Research Methodology/ Good Clinical Practices/ Industry-Academia Collaborations
Attended:	
Name of National & Inter nation:	al Seminars/Workshape/Gov/
Conducted :	al Seminars/Workshops/Confrences/Symposiums(including Online) for the quarter:-
Attended:	
lame of awards / recognitions re	ceived for innovation / Research:-
,oog.iidoli3 [6	ceived for innovation / Research:-
ame of Patents/ Copyrights pub	lished/awarded/technology-transferred during the quarter:-
pplied:	ashed/awarded/technology-transferred during the quarter:-
ublished: ranted:	
	egree guiding during the quarter:-
le of research papers in the in	dexed of Journals in Scorus (Web et a.
h Name of Journal & ISSN No. :	dexed of Journals in Scopus / Web of Science/ PubMed / approved list of Journals notified in UGC-CARE List along
Signature of Faculty	
	Signature HOD/HOI

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QUARTERLY REPORT April 1, 2021 to June 30, 2021

Title of books/ chapters in edited volumes and papers in National/International conference-proceedings published and indexed in Scopus/Web of Science/ PubMed UGC-CARE List during the quarter along with ISBN No.:-

Revenue generated from Advisory / R&D consultancy projects (including Clinical trials) Name:-

Amount:-

Participation in Extension and Outreach activities such as Skill training, Community Health Education, Community Health Camps, Tele-Conferences, Tele-Medicine consultancy etc. that are conducted in collaboration with Industry, Government and Non –Government Organisations engaging NSS/NCC/Red cross/YRC,Institutional clubs etc (Examples only indicative):-

Participation in social responsibility activities in the neighborhood community in terms of education, environmental issues like Swachh Bharath, Health and Hygiene Awareness, Delivery of free/ subsidized health care, Socio Economic Development Issues and others:-

Initiation and Implementation of Collaborative activities for research, faculty exchange, student exchange, Industry-internship etc. :-

MoUs initiated/executed with Institutions/ industries in India and abroad for academic, clinical research & training / internship, on-the-job training, project work, student / faculty exchange, collaborative research programmes:-

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QUARTERLY REPORT April 1, 2021 to June 30, 2021

Guidance given to students qualifying in state/ national/ international level examination	ons (Print Department)
and the second s	ins (Bilei Description):-
Number of professional development ()	
or professional development / administrative training programmes organized	Contract to
programmes organized	TOF teaching and non-teaching teach it is a
programmes organized	for teaching and non-teaching/technical staff :-
programmes organized	for teaching and non-teaching/technical staff :-
Number of professional development / administrative training programmes organized	for teaching and non-teaching/technical staff :-
programmes organized	for teaching and non-teaching/technical staff :-
umber of Faculty Development Programmes (FDP) including online programmes (We	
umber of Faculty Development Programmes (FDP) including online programmes (We nort Term Course & Others:-	
umber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted :	
umber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted :	
umber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted : tended:	
umber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted : tended:	
umber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted : tended:	
umber of Faculty Development Programmes (FDP) including online programmes (We hart Term Course & Others:- onducted : tended: onsoring Agency:	
lumber of Faculty Development Programmes (FDP) including online programmes (We hort Term Course & Others:- onducted : tended: onsoring Agency:	

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QUARTERLY REPORT April 1, 2021 to June 30, 2021

Any other details that faculty need to mention:-

Signature of Faculty

Signature HOD/HOI

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ACADEMIC AUDIT



Academic Session: 2020 to 2021
Academic Quarter: January 1, 2021 to March 31, 2021
Name:
Designation:
Department:
Constituent Unit:

DAA/ACADEMIC AUDIT/20-21/VERSION-2

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Registrar People's University Bhopal (M.P.)

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Teaching, now a days, has become a challenging and ever changing profession. It is transforming in all aspects like the learner, teaching environment and curriculum. Teaching must be done in accordance with the learner's needs.

Vice Chancellor

Registrar
People's University
Bhopal (M.P.)

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DETAILS OF CLASSES/PRACTICALS/CLINICAL POSTINGS FROM January 1, 2021 to March 31, 2021

S.NO.	YEAR/ SEM	BATCH	PROGRAMME	NAME OF COURSE	NUMBER OF THEORY CLASS DURING THE QUARTER	NUMBER OF PRACTICAL/CLINICAL Posting class during the quarter
						The government

Signature of Faculty

Signature HOD/HOI

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PEOPLE'S UNIVERSITY, BHOPAL (M.P.)



DETAILS OF CLASSES/PRACTICALS/CLINICAL POSTINGS FROM January 1, 2021 to March 31, 2021

S.NO.	YEAR/ SEM	BATCH	PROGRAMME	NAME OF COURSE	NUMBER OF THEORY CLASS DURING THE QUARTER	NUMBER OF PRACTICAL/CLINICAL Posting class during the quarter
6						
		30 1				
				A 4 (1)		

Signature of Faculty

Signature HOD/HOI

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January 1, 2021 to March 31, 2021

OTHER ACADEMIC ENHANCEMENT/ ADMINISTRATIVE WORK

1. Research Work. 2. Exam Duty. 3. Conference /Seminar/ Workshop / FDP attended or organized. 4. Number of Students Interacted for Personal Counseling/
Career Counseling. 5. Tasks Related to Regulatory Body/ NAAC/ NBA/ NABL/ NIRF/AISHE/ others. 6. Extra Curricular work like NCC/ NSS/ Sports/ Cultural /
Extension Activities/ Student Grievance/ Outreach Programme others. 7. Any other work like Admission Counseling, Professional Activity etc.

Signature of Faculty

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QUARTERLY REPORT January 1, 2021 to March 31, 2021

O 11 - 11 - 12 - 13 - 13 - 13 - 13 - 1	
Contribution in Curricula development :-	
Contribution in Syllabus revision processes :-	
New Courses proposed with focus on competency/ employability/ entrepreneurship/ skill development :-	
New Degree Programmes, Diploma, Fellowships & online courses proposed :-	
articipation with students for field visits / research projects / Industry internship or training/community postings (Brief	ef Description) :-
etails of Special programmes conducted for advanced learners and slow performers :-	
Signature of Faculty	
	Signature HOD/HOI

DEAN
ACADEMIC AFFAIRS
PEOPLE'S UNIVERSITY, BHOPAL (M.P.)



QUARTERLY REPORT

January 1, 2021 to March 31, 2021

WICHIOD THE STUDENT	contric mothada				
mentalin and ottadent	Centric Hiethods	are used	for enhancing	learning experiences by (Tick	
			To of midifolity	rical lilling experiences by their	11.

Experiential learning

Integrated/Inter-disciplinary learning

Participatory learning

Problem- Based Learning

Self - directed learning

Patient-centric and Evidence based learning

Project -based Learning

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Others (please mention):

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Signature of Faculty

Signature HOD/HOI

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PEOPLE'S HMIV/FPSITY PUOPAL (M.P.)

Registrar People's University Bhopal (M.P.)

Mallel



UNIVERSITY	People	s University, Bhopal	
	QUARTERLY REPORT	January 1, 2021 to March 31, 2021	
Workshops/seminars on Conducted :	Intellectual Property Rights (IPR)/ Research	Methodology/ Good Clinical Practices/ Industry-Ac	ademia Collaborations
Attended:			
Name of National & Inter	national Seminars/Workshops/Confrences/S	ymposiums(including Online) for the quarter:-	
		o analy is the quarter.	
ttended:			
ame of awards / recognit	ions received for innovation / Research:-		
me of Patents/ Copyrigh	nts published/awarded/technology-transferre	d dud _ n	
plied: blished: anted:	- 4 somology-tailsiene	u during the quarter:-	
mber of Ph.D/ DM/ M Ch	PG Degree guiding during the quarter:-		
Name of Journal & ISSI	N No. :	f Science/ PubMed / approved list of Journals notif	ied in UGC-CARE List along
Signature of Faculty			
			Signature HOD/HOI
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QUARTERLY REPORT January 1, 2021 to March 31, 2021

Title of books/ chapters in edited volumes and papers in National/International conference-proceedings published and indexed in Scopus/Web of Science/ PubMed UGC-CARE List during the quarter along with ISBN No. :-

Revenue generated from Advisory / R&D consultancy projects (including Clinical trials) Name:-

Amount:-

Participation in Extension and Outreach activities such as Skill training, Community Health Education, Community Health Camps, Tele-Conferences, Tele-Medicine consultancy etc. that are conducted in collaboration with Industry, Government and Non –Government Organisations engaging NSS/NCC/Red cross/YRC,Institutional clubs etc (Examples only indicative):-

Participation in social responsibility activities in the neighborhood community in terms of education, environmental issues like Swachh Bharath, Health and Hygiene Awareness, Delivery of free/ subsidized health care, Socio Economic Development Issues and others:-

Initiation and Implementation of Collaborative activities for research, faculty exchange, student exchange, Industry-internship etc. :-

MoUs initiated/executed with Institutions/ industries in India and abroad for academic, clinical research & training / internship, on-the-job training, project work, student / faculty exchange, collaborative research programmes:-

Signature of Faculty

Signature HOD/HOI

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PEOPLE'S UNIVERSITY, BHOPAL (M.P.)



QUARTERLY REPORT January 1, 2021 to March 31, 2021

Guidance given to students qualifying in st	ate/ national/ international level examinations (Brief Description):-
	Charles Contracting Contractin
Number of and	nistrative training programmes organized for teaching and non-teaching/technical staff :-
	and the state of t
umber of Faculty Development Programmes hort Term Course & Others:-	
lumber of Faculty Development Programmes thort Term Course & Others:-	
Number of Faculty Development Programmes Short Term Course & Others:- Conducted :	
Number of Faculty Development Programmes Short Term Course & Others:- Conducted : ttended:	
Number of Faculty Development Programmes Short Term Course & Others:- Conducted : ttended:	
Number of Faculty Development Programmes Short Term Course & Others:- Conducted :	s (FDP) including online programmes (Webinar/Student Orientation / Induction Programmes, Refresher Course,

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QUARTERLY REPORT

January 1, 2021 to March 31, 2021

Any other details that faculty need to mention:-

Signature of Faculty

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OFFICE of DEAN ACADEMIC AFFAIRS

People's Campus, Bhanpur, Bhopal (M.P.) India 0755 400 5292 Email: daa@peoplesuniversity.edu.in

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ACADEMIC AUDIT



Academic Session: 2020 to 2021
Academic Quarter: July 1, 2020 to September 30, 2020
Name:
Designation:
Department:
Constituent Unit:

DAA/ACADEMIC AUDIT/20-21/VERSION-2

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People's Campus, Bhanpur, Bhopal (M.P.) India 0755 400 5292 Email: daa@peoplesuniversity.edu.in

> Registrar People's University Bhopal (M.P.)

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PEOPLE'S UNIVERSITY

Since quality enhancement is a continuous process, People's University IQAC is working towards realization of the goals of quality enhancement and sustenance. People's University IQAC strives to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. IQAC is determined to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Teaching, now a days, has become a challenging and ever changing profession. It is transforming in all aspects like the learner, teaching environment and curriculum. Teaching must be done in accordance with the learner's needs.

Vice Chancellor

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DETAILS OF CLASSES/PRACTICALS/CLINICAL POSTINGS FROM JULY 1 - SEPTEMBER 30, 2020

S.NO.	YEAR/ SEM	BATCH	PROGRAMME	NAME OF COURSE	NUMBER OF THEORY CLASS DURING THE QUARTER	NUMBER OF PRACTICAL/CLINICAL
					THE QUANTER	POSTING CLASS DURING THE QUARTER
				Martin Park		

Signature of Faculty

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DETAILS OF CLASSES/PRACTICALS/CLINICAL POSTINGS FROM JULY 1 - SEPTEMBER 30, 2020

S.NO.	YEAR/ SEM	BATCH	PROGRAMME	NAME OF COURSE	NUMBER OF THEORY CLASS DURING THE QUARTER	NUMBER OF PRACTICAL/CLINICAL POSTING CLASS DURING THE QUARTER
				Page		

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JULY 1 - SEPTEMBER 30, 2020

OTHER ACADEMIC ENHANCEMENT/ ADMINISTRATIVE WORK

 Research Work.
 Exam Duty.
 Conference /Seminar/ Workshop / FDP attended or organized.
 Number of Students Interacted for Personal Counseling/ Career Counseling.
 Tasks Related to Regulatory Body/ NAAC/ NBA/ NABL/ NIRF/AISHE/ others.
 Extra Curricular work like NCC/ NSS/ Sports/ Cultural / Extension Activities/ Student Grievance/ Outreach Programme others.
 Any other work like Admission Counseling, Professional Activity etc.

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QUARTERLY REPORT July 1 to September 30, 2020

Contribution in Curricula development :-	
Contribution in Syllabus revision processes :-	
New Courses proposed with focus on competency/ employability/ entrepreneurship/ skill development :-	
New Degree Programmes, Diploma, Fellowships & online courses proposed :-	
Participation with students for field visits / research projects / Industry internship or training/community postings (Brief D	Description) :-
Details of Special programmes conducted for advanced learners and slow performers :-	
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QUARTERLY REPORT

July 1 to September 30, 2020

Mention the Student centric m	ethods are used for enhancing learning experience	es by (Tick):		
Experiential learning	Integrated/Inter-disciplinary learning	Participatory learning	Problem- Based Learning	
Self - directed learning	Patient-centric and Evidence based learning	Project -based Learning	Role Play	
Others (please mention):				

ICT -enabled tools used for effective teaching and learning process, including online e-resources

Awards and recognitions received for excellence in teaching, student mentoring, scholarships, professional achievements and academic leadership at State, National, International levels from Government / Government-recognized agencies / registered professional associations /academies during the quarter

Collaborative research / Conference Participation with Universities/ Research Labs & other agencies in Indian and Abroad

Grants received for research projects /clinical trials sponsored by non-government sources such as industry, corporate houses, international bodies, endowments, professional associations.

Grants received for research projects/clinical research project sponsored by the government funding agencies

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QUARTERLY REPORT July 1 to September 30, 2020

Workshops/seminars on Intellectual Property Rights (IPR)/ Research Methodology/ Good Clinical Practices/ Industry-Academia Collaborations Conducted :	
Attended:	
Name of National & International Seminars/Workshops/Confrences/Symposiums(including Online) for the quarter:- Conducted:	
Attended:	
Name of awards / recognitions received for innovation / Research:-	
Name of Patents/ Copyrights published/awarded/technology-transferred during the quarter:- Applied: Published: Granted:	
mber of Ph.D/ DM/ M Ch/ PG Degree guiding during the quarter:-	
Title of research papers in the indexed of Journals in Scopus / Web of Science/ PubMed / approved list of Journals notified in UGC-CARE List alon with Name of Journal & ISSN No. :	g
Signature of Faculty Signature HOD/HO	

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QUARTERLY REPORT July 1 to September 30, 2020

Title of books/ chapters in edited volumes and papers in National/International conference-proceedings published and indexed in Scopus/Web of Science/ PubMed UGC-CARE List during the quarter along with ISBN No. :-	
Revenue generated from Advisory / R&D consultancy projects (including Clinical trials) Amount:-	
Participation in Extension and Outreach activities such as Skill training, Community Health Education, Community Health Camps, Tele-Conference Tele-Medicine consultancy etc. that are conducted in collaboration with Industry, Government and Non –Government Organisations engaging NS YRC,Institutional clubs etc (Examples only indicative):-	es, S/NCC/Red cross/
Participation in social responsibility activities in the neighborhood community in terms of education, environmental issues like Swachh Bharath, Hygiene Awareness, Delivery of free/ subsidized health care, Socio Economic Development Issues and others:-	lealth and
Initiation and Implementation of Collaborative activities for research, faculty exchange, student exchange, Industry-internship etc.:-	

MoUs initiated/executed with Institutions/ industries in India and abroad for academic, clinical research & training / internship, on-the-job training, project work,

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student / faculty exchange, collaborative research programmes:-

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QUARTERLY REPORT

July 1 to September 30, 2020

Guidance given to student a student	
Guidance given to students qualifying in state/ national/ in	nternational level examinations (Brief Description):-
Number of professional development / administrative train	ing programmes organized for teaching and non-teaching/technical staff :-
	my programmes organized for teaching and non-teaching/technical staff:-
Number of Faculty Development Programmes (FDP) includ	ling online programmes (Webinar/Student Orientation / Induction Programmes, Refresher Course,
Short Term Course & Others:-	(Woshida) olderit orientation / Induction Programmes, Refresher Course,
Conducted :	
Attended:	
Sponsoring Agency:	
- Francisco de la companya de la com	
Signature of Faculty	
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QUARTERLY REPORT

July 1 to September 30, 2020

Any other details that faculty need to mention:-

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Email: daa@peoplesuniversity.edu.in

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Certificate of Registration



This is to Certify That The Quality Management System of

PEOPLE'S UNIVERSITY

PEOPLE'S CAMPUS, BHANPUR, BIROPAL (MLP.), 462037, INDIA

has been assessed and found to conform to the requirements of

ISO 9001:2015

for the following scope :

TO IMPART KNOWLEDGE, ENGLANCE SKILLS AND CULTIVATE ATTITUDES AMONG THE STUDENTS, IN ORDER TO ACHIEVE ACADEMIC AND HUMAN EXCELLENCE, AND TO PROVIDE A CENTRE FOR RESEARCH AND INNOVATION TO MEET HORIZONS OF KNOWLEDGE IN ALL IPS STREAMS

Certificate No Initial Registration Date Date of Expiry* 20DQGU51 : 23/03/2020

Issuance Date 23/03/2020

1st Surve. Due

: 22/03/2023 : 23/02/2021

2nd Surve, Due : 23/02/2022

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ROHS Certification Pvt. Ltd.

TAE ASSAULT

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