



## VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY

## Administrative Audit Summary Sheet

Academic Year: 2017-18

Date: 28/11/2017

S. No.	Audit aspects	Audit Observations	Current Values / % Compliance		
1	Vision & Mission of the institution and Governance	Frame work for evolution & review of Vision, Mission statements	Yes	No	100
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	No	100
3	Student & Faculty ratio as per norms	Improvement in Student teacher ratio	Yes	No	100
4		Teacher cadre ratio(1:2:6) - improvement over previous year	Yes	No	100
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100
6	Availability of Infrastructure and facilities	Availability of Classrooms - during current year	Yes	No	100
7		Availability of Laboratories - during current year	Yes	No	100
8		Maintenance of Laboratory Equipments - during current year	Yes	No	100
9	Student Welfare	Existence Fee Reimbursement policy for students	Yes	No	100
10	Staff Welfare	Professional body membership fee reimbursed - current year	Yes	No	100
11		Performance appraisal conducted for teaching and Non teaching staff - current yr.	Yes	No	100
12		Grievance redressal	Yes	No	100
13	Facilities to students	Collection of books, manuscripts, special reports or any other knowledge resources for library enrichment	Yes	No	100
14		E-journals, E-books, database availability	Yes	No	80
15		Availability of digital library with remote access	Yes	No	80
16		Usage of library by faculty students	Yes	No	100
17		Does the institute have facility for sports	Yes	No	100
18		Awards and medals achieved in sports events	Yes	No	75
19		Whether Institute frequently updated its IT facilities	Yes	No	100
20		Availability of Bandwidth of Internet	Yes	No	100
21	Budget & Expenses	Budget for Cur. Yr. & actual exp.for prev. Yr. in respect of -	Cur. Yr.Bud.	Prev. Act.	
22		1. Access to Library and Library automation - Rs.'000	600000/-	196221/-	
23		2. Maint. of existing infrastr. - Rs.'000	100000/-	588178/-	
24		3. Upgradation of IT infrastructure - Rs.'000	1500000/-	1041642/-	
25		4. Maint. and updation of Academic support facilities - Rs.'000	600000/-	1801020/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000	35000/-	3720/-	
27		6. Faculty Professional development - Rs.'000	225000/-	121509/-	
28		7. Green initiatives and waste management - Rs.'000	60,000/-	28711/-	
29		8. Alternate energy sources - Rs.'000	1000000/-	966930/-	
30		9. In-house Student Scholarships - Rs.'000	600000/-	500000/-	

## Auditors specific Observations -

S.No.	Observation
1	Improve E - Journals & E - Books in library
2	Improve digital library facilities
3	Motivate students to Contend for Sport Events
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IQAC COORDINATOR

VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY  
Beside: VSEZ, Duvvada, 154th patnam-46

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**VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY**  
Administrative Audit Summary Sheet

Academic Year: 2018-19

Date: 12/11/2018

S. No.	Audit aspects	Audit Observations	Current Values / % Compliance		
1	Vision & Mission of the institution and Governance	Frame work for evolution & review of Vision, Mission statements	Yes	No	100
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	No	100
3	Student & Faculty ratio as per norms	Improvement in Student teacher ratio	Yes	No	100
4		Teacher cadre ratio(1:2:6) - improvement over previous year	Yes	No	100
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100
6	Availability of Infrastructure and facilities	Availability of Classrooms - during current year	Yes	No	100
7		Availability of Laboratories - during current year	Yes	No	100
8		Maintenance of Laboratory Equipments - during current year	Yes	No	100
9	Student Welfare	Existence Fee Reimbursement policy for students	Yes	No	100
10	Staff Welfare	Professional body membership fee reimbursed - current year	Yes	No	100
11		Performance appraisal conducted for teaching and Non teaching staff - current yr.	Yes	No	100
12		Grievance redressal	Yes	No	100
13	Facilities to students	Collection of books, manuscripts, special reports or any other knowledge resources for library enrichment	Yes	No	100
14		E-journals, E-books, database availability	Yes	No	90%
15		Availability of digital library with remote access	Yes	No	90%
16		Usage of library by faculty, students	Yes	No	100
17		Does the institute have facility for sports	Yes	No	100
18		Awards and medals achieved in sports events	Yes	No	85
19		Whether Institute frequently updated its IT facilities	Yes	No	100
20		Availability of Bandwidth of Internet	Yes	No	100
21	Budget & Expenses	Budget for Cur. Yr. & actual exp. for prev. Yr. in respect of -	Cur. Yr. Bud.	Prev. Act.	
22		1. Access to Library and Library automation - Rs.'000	550000/-	595358/-	
23		2. Maint. of existing infrastr. - Rs.'000	200000/-	89976/-	
24		3. Upgradation of IT infrastructure - Rs.'000	1600000/-	1491968/-	
25		4. Maint. and updation of Academic support facilities - Rs.'000	600000/-	569876/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000	20000/-	30665/-	
27		6. Faculty Professional development - Rs.'000	350000/-	209859/-	
28		7. Green initiatives and waste management - Rs.'000	30,000/-	55682/-	
29		8. Alternate energy sources - Rs.'000	10,00,000/-	896694/-	
30		9. In-house Student Scholarships - Rs.'000	600000/-	569500/-	

**Auditors specific Observations -**

S.No.	Observation
1	Improve E-Journals, E-Books in Library
2	Improve digital library facilities.
3	Motivate Students to Enrol for Sports
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VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY  
Beside: VSEZ, Duvvada, Visakhapatnam-49

VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY  
Beside: VSEZ, Duvvada, Visakhapatnam-49



**VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY**  
Administrative Audit Summary Sheet

Academic Year: **2019 -20**

Date: **16/12/2019**

S. No.	Audit aspects	Audit Observations	Current Values / % Compliance		
1	Vision & Mission of the institution and Governance	Frame work for evolution & review of Vision, Mission statements	Yes	No	100
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	No	100
3	Student & Faculty ratio as per norms	Improvement in Student teacher ratio	Yes	No	100
4		Teacher cadre ratio(1:2:6) - improvement over previous year	Yes	No	100
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100
6	Availability of Infrastructure and facilities	Availability of Classrooms - during current year	Yes	No	100
7		Availability of Laboratories - during current year	Yes	No	100
8		Maintenance of Laboratory Equipments - during current year	Yes	No	100
9	Student Welfare	Existence Fee Reimbursement policy for students	Yes	No	100
10	Staff Welfare	Professional body membership fee reimbursed - current year	Yes	No	100
11		Performance appraisal conducted for teaching and Non teaching staff - current yr.	Yes	No	60%
12		Grievance redressal	Yes	No	100
13	Facilities to students	Collection of books, manuscripts, special reports or any other knowledge resources for library enrichment	Yes	No	100
14		E-journals, E-books, database availability	Yes	No	100
15		Availability of digital library with remote access	Yes	No	100
16		Usage of library by faculty, students	Yes	No	100
17		Does the institute have facility for sports	Yes	No	100
18		Awards and medals achieved in sports events	Yes	No	100
19		Whether Institute frequently updated its IT facilities	Yes	No	100
20		Availability of Bandwidth of Internet	Yes	No	100
21	Budget & Expenses	Budget for Cur. Yr. & actual exp. for prev. Yr. in respect of -	Cur. Yr. Bud.	Prev. Act.	
22		1. Access to Library and Library automation - Rs.'000	575000/-	529522/-	
23		2. Maint. of existing infrastr. - Rs.'000	350000/-	191250/-	
24		3. Upgradation of IT infrastructure - Rs.'000	2500000/-	1546123/-	
25		4. Maint. and updation of Academic support facilities - Rs.'000	1500000/-	577368/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000	30000/-	13395/-	
27		6. Faculty Professional development - Rs.'000	450000/-	329192/-	
28		7. Green initiatives and waste management - Rs.'000	30000/-	25250/-	
29		8. Alternate energy sources - Rs.'000	2500000/-	1081636/-	
30		9. In-house Student Scholarships - Rs.'000	150000/-	598850/-	

**Auditors specific Observations -**

S.No.	Observation
1	Increase Performance appraisal for staff
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Beside: VSEZ, Duvvada, Visakhapatnam-46

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## VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY

## Administrative Audit Summary Sheet

Academic Year: 2020-21

Date: 12/4/2021

S. No.	Audit aspects	Audit Observations	Current Values / % Compliance		
1	Vision & Mission of the institution and Governance	Frame work for evolution & review of Vision, Mission statements	Yes	No	100
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	No	100
3	Student & Faculty ratio as per norms	Improvement in Student teacher ratio	Yes	No	100
4		Teacher cadre ratio(1:2:6) - improvement over previous year	Yes	No	100
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100
6	Availability of Infrastructure and facilities	Availability of Classrooms - during current year	Yes	No	100
7		Availability of Laboratories - during current year	Yes	No	100
8		Maintenance of Laboratory Equipments - during current year	Yes	No	-
9	Student Welfare	Existence Fee Reimbursement policy for students	Yes	No	100
10	Staff Welfare	Professional body membership fee reimbursed - current year	Yes	No	100
11		Performance appraisal conducted for teaching and Non teaching staff - current yr.	Yes	No	100
12		Grievance redressal	Yes	No	100
13	Facilities to students	Collection of books, manuscripts, special reports or any other knowledge resources for library enrichment	Yes	No	100
14		E-journals, E-books, database availability	Yes	No	100
15		Availability of digital library with remote access	Yes	No	100
16		Usage of library by faculty, students	Yes	No	100
17		Does the institute have facility for sports	Yes	No	100
18		Awards and medals achieved in sports events	Yes	No	-
19		Whether Institute frequently updated its IT facilities	Yes	No	100
20		Availability of Bandwidth of Internet	Yes	No	100
21	Budget & Expenses	Budget for Cur. Yr. & actual exp. for prev. Yr. in respect of -	Cur. Yr. Bud.	Prev. Act.	
22		1. Access to Library and Library automation - Rs.'000	90,000/-	554500/-	
23		2. Maint. of existing infrastr. - Rs.'000	550000/-	331303/-	
24		3. Upgradation of IT infrastructure - Rs.'000	500000/-	2416427/-	
25		4. Maint. and upgradation of Academic support facilities - Rs.'000	750000/-	1341883/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000	10,000/-	22735/-	
27		6. Faculty Professional development - Rs.'000	900000/-	43465/-	
28		7. Green initiatives and waste management - Rs.'000	20000/-	25050/-	
29		8. Alternate energy sources - Rs.'000	18,00,000/-	239652/-	
30		9. In-house Student Scholarships - Rs.'000	250000/-	1288350/-	

## Auditors specific Observations -

S.No.	Observation
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PRINCIPAL  
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Reside: VSEZ, Duwada, Visakhapatnam-4

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Visakhapatnam-4



## VIGNAN INSTITUTE OF PHARMACEUTICAL TECHNOLOGY

## Administrative Audit Summary Sheet

Academic Year: 2021-22

Date: 21/07/2022

S. No.	Audit aspects	Audit Observations	Current Values / % Compliance		
1	Vision & Mission of the institution and Governance	Frame work for evolution & review of Vision, Mission statements	Yes	No	100
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	No	100
3	Student & Faculty ratio as per norms	Improvement in Student teacher ratio	Yes	No	100
4		Teacher cadre ratio(1:2:6) - improvement over previous year	Yes	No	100
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100
6	Availability of Infrastructure and facilities	Availability of Classrooms - during current year	Yes	No	100
7		Availability of Laboratories - during current year	Yes	No	100
8		Maintenance of Laboratory Equipments - during current year	Yes	No	100
9	Student Welfare	Existence Fee Reimbursement policy for students	Yes	No	100
10	Staff Welfare	Professional body membership fee reimbursed - current year	Yes	No	100
11		Performance appraisal conducted for teaching and Non teaching staff - current yr.	Yes	No	100
12		Grievance redressal	Yes	No	100
13	Facilities to students	Collection of books, manuscripts, special reports or any other knowledge resources for library enrichment	Yes	No	100
14		E-journals, E-books, database availability	Yes	No	100
15		Availability of digital library with remote access	Yes	No	100
16		Usage of library by faculty, students	Yes	No	100
17		Does the institute have facility for sports	Yes	No	100
18		Awards and medals achieved in sports events	Yes	No	100
19		Whether Institute frequently updated its IT facilities	Yes	No	100
20		Availability of Bandwidth of Internet	Yes	No	100
21	Budget & Expenses	Budget for Cur. Yr. & actual exp. for prev. Yr. in respect of -	Cur. Yr. Bud.	Prev. Act.	
22		1. Access to Library and Library automation - Rs.'000	900000/-	86014/-	
23		2. Maint. of existing infrastr. - Rs.'000	75,00,000/-	521229/-	
24		3. Upgradation of IT infrastructure - Rs.'000	2000000/-	422031/-	
25		4. Maint. and updatation of Academic support facilities - Rs.'000	300000/-	711232/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000	50000/-	2165/-	
27		6. Faculty Professional development - Rs.'000	225000/-	877972/-	
28		7. Green initiatives and waste management - Rs.'000	50000/-	4827/-	
29		8. Alternate energy sources - Rs.'000	200000/-	179221/-	
30		9. In-house Student Scholarships - Rs.'000	750000/-	240000/-	

## Auditors specific Observations -

S.No.	Observation
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