



Regd. No. 732/2006

MOBILE: 8499831950

# PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi . Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**  
Chairman  
Mobile: 9246966645  
MBBS, DCH

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar** . M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

PIPS/PRIN/AY2020-21/CC/CIR-01

Date: 15/06/2020

## OFFICE ORDER

Code of conduct committee is reconstituted with the following Members for the A.Y 2020-21 The composition of code of conduct committee is as follows:

S.No	Name	Designation	sign
1.	Dr. SUJOYBHATTACHARYA	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SRINIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdl.) Suryapet (Dt.)-508213.

Copy submitted to:

1. IQAC Coordinator
2. Students Notice Board



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTE, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarame Krishniah**  
Chairman  
Mobile: 9246966645  
MBBS, DCH

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7992354621

PIPS/PRIN/AY2020-21/CC/CIR-01

Date: 17/12/2020

### CIRCULAR

This is to inform that code of committee meeting is scheduled on 22/12/2020 at 03:00 pm at conference hall. All the members of the committee are requested to be present on time.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Administrative Officer
4. Accounts Officer
5. Students Notice Board

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.



Regd. No. 732/2008

Mobile: 8499831950

# PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : www.pratishthapharmacy.in, E-mail : pratishtha.pharmacy@yahoo.com

**Dr. M. Shivarama Krishnaiah**  
Chairman  
MBBS, DCH  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7932354521

PIPS/PRIN/AY2020-21/CC/MM-01

Date: 22/12/2020

## MINUTES OF MEETING

The Meeting was held on 22/12/2020 at 12:30 pm in the Conference hall.

1. Convener started the meeting by welcoming the members of committee.
2. Faculty discussed the concerns related to students carrying the mobile phones in unpermitted areas and other in disciplinary activities.
3. The members discussed the same with principal and given their suggestion of disciplinary actions to be implemented.
4. Convener has recommended that concerned departmental Mentors and Class coordinators should monitor and counsel the students regularly.
5. The meeting was adjourned at 1:30 p.m.

S.No	Name	Designation	sign
1.	Dr. SUJOYBHATTACHARYA	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SRINIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdl.) Suryapet (DL)-508213.



## Academic Year 2020-2021

### A Report on Annual Staff Meeting for faculty, Administrators and other staff



Honourable Director Dr Subramanyam addressing the gather on the eve of induction day on 14/07/2020 and explaining the faculty about the code of conduct and the following points were explained.

#### Code of conduct for Staff:

- A teacher shall carry out the legitimate academic and administrative decisions taken by the authorities of the college/universities pertaining to his/her sphere of responsibilities/duties.
- A teacher shall not discriminate against a student on political grounds for reason of race, religion, caste, language or sex or for other reason of an arbitrary or personal nature and shall not incite students/teachers against other students or other teachers, colleagues or administration/Governing body of the college.
- A teacher shall not remain absent from duty without proper sanction of leave in case of emergency.
- A teacher shall desist/refrain from including in unscientific publication which would prove to be detrimental to the reputation and the progress of the college/university.
- A teacher may be permitted to take up consultancy under terms and conditions as outlined in the relevant statute/ordinance as amended from time to time. However, he

  
**PRINCIPAL**  
 Pratishtha Institute of Pharmaceutical Sciences  
 Durajpally (V), Chivemla (M), Suryapet (DL)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha\\_pharmacy@yahoo.com](mailto:pratishtha_pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032354521

M.Pharm, Ph.D

shall not conduct individually or participate in conducting jointly with others coaching classes directly or indirectly. He/she shall not give any private tuition.

- A teacher shall perform his/her academic duties and work related to examinations as assigned.
- A teacher shall have freedom of thought of expressions. He/she shall not misuse the facilities or forum of the college/ university.
- A teacher shall not make use of available infrastructural resources and /or facilities of the department/ college/university/governing body for personal, commercial, political or religion us purposes.
- Teacher shall work for holistic development of student.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdi.) Suryapet (DL)-508213.



Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi. Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishniah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar** . M.Pharm.Ph.D  
Principal  
Mobile: 7932354521

SITS/PRIN/AY2019-20/CC/CIR-01

Date: 15/04/2019

## OFFICE ORDER

Code of conduct committee is reconstituted with the following Members for the A.Y 2019-20 The composition of code of conduct committee is as follows:

S.No	Name	Designation	sign
1.	Dr. Sujoy Bhattacharya	CONVENER	
2.	N Ganesh	Member	
3.	V Ashok	Member	
4.	G Srinivas	Member	
5.	V.Vijay Bhaskar	Member	

Copy to:

1. IQAC Coordinator
2. Students Notice Board

**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645  
MBBS, DCH

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar** . M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

PIPS/PRIN/AY2019-20/CC/CIR-01

Date: 16/12/2019

### CIRCULAR

This is to inform that code of committee meeting is scheduled on 21/12/2019 at 03:00 pm at conference hall. All the members of the committee are requested to be present on time.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Administrative Officer
4. Accounts Officer
5. Students Notice Board

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (M), Suryapet (Dt.)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SDTE, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**

Chairman

Mobile: 9246966645

MBBS., DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7932354521

M.Pharm.Ph.D

PIPS/PRIN/AY2019-20/CC/MM-02

Date: 21/12/2019

### MINUTES OF MEETING

The Meeting was held on 21/12/2019 at 3:00 pm in the Conference hall.

1. Convener started the meeting by welcoming the members of committee.
2. Members discussed the issues concerned to students being absent to the examinations and maintenance of 75% attendance in the class work along bio-metric attendance.
3. The members discussed the same with principal and given their suggestion of disciplinary actions to be implemented.
4. Convener has recommended that concerned departmental exam branch coordinators should give instructions regarding the rules for the Attendance and conduct of examinations and ensure that they are placed on the Notice Board.
5. The meeting was adjourned at 4:00 p.m.

The undersigned were present for the meeting

S.No	Name	Designation	Sign
1.	Dr.Sujoy bhattacharya	CONVENER	
2.	N.Ganesh	Member	
3.	V.Ashok	Member	
4.	G.Srinivas	Member	
5.	V.Vijayabhaskar	Member	

  
PRINCIPAL

Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (M), Suryapet (DL)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SGTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha\\_pharmacy@yahoo.com](mailto:pratishtha_pharmacy@yahoo.com)

**Dr. M. Shivarama Krishniah**  
Chairman  
Mobile: 9246966645

M.B.B.S., D.C.H.

**Dr. Vijaya Lakshmi**  
Secretary

M.D., D.G.O.

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

### Academic Year 2019-2020

#### A Report on Annual Staff Meeting for faculty, Administrators and other staff



Honorable Director Dr. K.V. Subhramanyam addressing the gathering on the eve of induction day and explaining the faculty about the code of conduct and the following points were explained.

#### Code of conduct for faculty:

- A teacher shall carry out the legitimate academic and administrative decisions taken by the authorities of the college/universities pertaining to his/her sphere of responsibilities/duties.
- A teacher shall not discriminate against a student on political grounds for reason of race, religion, caste, language or sex or for other reason of an arbitrary or personal nature and shall not incite students/teachers against other students or other teachers, colleagues or administration/Governing body of the college.
- A teacher shall not remain absent from duty without proper sanction of leave in case of emergency.
- A teacher shall desist/refrain from indulging in unscientific publication which would prove to be detrimental to the reputation and the progress of the college/university.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (M), Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7932354521

M.Pharm, Ph.D

- A teacher may be permitted to take up consultancy under terms and conditions as outlined in the relevant statute/ordinance as amended from time to time. However, he shall not conduct individually or participate in conducting jointly with others coaching classes directly or indirectly. He/she shall not give any private tuition.
- A teacher shall perform his/her academic duties and work related to examinations as assigned.
- A teacher shall have freedom of thought of expressions. He/she shall not misuse the facilities or forum of the college/ university.
- A teacher shall not make use of available infrastructural resources and /or facilities of the department/ college/university/governing body for personal, commercial, political or religious purposes.
- Teacher shall work for holistic development of student.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website: www.pratishthapharmacy.in, E-mail: pratishtha.pharmacy@yahoo.com

**Dr. M. Shivarama Krishnaiah**

Chairman

Mobile: 9246966645

MBBS., DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7932354521

M.Pharm, Ph.D

PIPS/PRIN/AY2018-19/CC/CIR-01

Date: 15/06/2018

### OFFICE ORDER

Code of conduct committee is reconstituted with the following Members for the A.Y 2018-19 The composition of code of conduct committee is as follows:

S.No	Name	Designation	sign
1.	Dr.M.ANWARULLAH	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SRINIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.

Copy to:

1. IQAC Coordinator
2. Students Notice Board



Regd. No. T32/2006

Mobiles: 9499031950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD. DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

PIPS/PRIN/AY2018-19/CC/CIR-01

Date: 17/12/2018

### CIRCULAR

This is to inform that code of committee meeting is scheduled on 22/12/2018 at 03:00 pm at conference hall. All the members of the committee are requested to be present on time.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Administrative Officer
4. Accounts Officer
5. Students Notice Board

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (M), Suryapet (DL)-508213.





Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha\\_pharmacy@yahoo.com](mailto:pratishtha_pharmacy@yahoo.com)

**Dr. M. Shivarama Krishniah**  
Chairman  
Mobile: 9245966645

M.B.B.S., D.C.H.

**Dr. Vijaya Lakshmi**  
Secretary

M.D., D.G.O.

**Dr. V. Raj Kumar**  
Principal  
Mobile: 7932354521

M.Pharm.Ph.D

PIPS/PRIN/AY2018-19/CC/MM-01

Date: 22/12/2018

## MINUTES OF MEETING

The Meeting was held on 22/12/2018 at 12:30 pm in the Conference hall.

1. Convener started the meeting by welcoming the members of committee.
2. Faculty discussed the concerns related to students carrying the mobile phones in unpermitted areas and other in disciplinary activities.
3. The members discussed the same with principal and given their suggestion of disciplinary actions to be implemented.
4. Convener has recommended that concerned departmental Mentors and Class coordinators should monitor and counsel the students regularly.
5. The meeting was adjourned at 1:30 p.m.

S.No	Name	Designation	sign
1.	Dr.M.ANWARULLAH	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SRINIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdl.) Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SOTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032554521

M.Pharm, Ph.D

### Academic Year 2018-2019

#### A Report on Induction Day Program for students

Honourable Principal Dr Anwarullah addressing the gathering on the event of Induction Day on July 16 2018 and Later Guest had explaining the students about code of conduct and the following points were explained.



The students are expected to observe the code of conduct and to cultivate self-discipline.

- Always keep your identity cards with you
  - Use common room of Student Centre during your free lectures rather than moving aimlessly
  - MOBILE PHONES are prohibited in the college.
  - Keep your college green and clean use dustbins.
  - Maintain discipline and silence while crossing corridors.
  - Switch off the lights and fans when you are leaving the class
  - Don't spoil the benches by scratching.
  - Get your application sanctioned from the teacher-in-charge before foregoing on leave.
  - Fee once paid are not refundable.
- Remove your shoes outside the computer labs before entering.
- Shutdown computers before leaving the lab.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (DL)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SGTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**

Chairman

Mobile: 9246966645

MBBS.,DCH

**Dr. Vijaya Lakshmi**

Secretary

MD., DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7632354521

M.Pharm, Ph.D

### Academic Year 2018-2019

#### A Report on Annual Staff Meeting for faculty, Administrators and other staff



Honourable Secretary Mrs Jyothi addressing the gather on the eve of induction day on 14/07/2018 and explaining the faculty about the code of conduct and the following points were explained.

#### Code of conduct for Staff:

- A teacher shall carry out the legitimate academic and administrative decisions taken by the authorities of the college/universities pertaining to his/her sphere of responsibilities/duties.
- A teacher shall not discriminate against a student on political grounds for reason of race, religion, caste, language or sex or for other reason of an arbitrary or personal nature and shall not incite students/teachers against other students or other teachers, colleagues or administration/Governing body of the college.
- A teacher shall not remain absent from duty without proper sanction of leave in case of emergency.
- A teacher shall desist/refrain from including in unscientific publication which would prove to be detrimental to the reputation and the progress of the college/university.
- A teacher may be permitted to take up consultancy under terms and conditions as outlined in the relevant statute/ordinance as amended from time to time. However, he

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdl.) Suryapet (Dt)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7932354521

M.Pharm, Ph.D

shall not conduct individually or participate in conducting jointly with others coaching classes directly or indirectly. He/she shall not give any private tuition.

- A teacher shall perform his/her academic duties and work related to examinations as assigned.
- A teacher shall have freedom of thought of expressions. He/she shall not misuse the facilities or forum of the college/ university.
- A teacher shall not make use of available infrastructural resources and /or facilities of the department/ college/university/governing body for personal, commercial, political or religion us purposes.
- Teacher shall work for holistic development of student.

  
PRINCIPAL

Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (M), Suryapet (Dt)-508213.





Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishthapharmacy@yahoo.com](mailto:pratishthapharmacy@yahoo.com)

**Dr. M. Shivarama Krishniah**  
Chairman  
MBBS., DCH  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

PIPS/PRIN/AY2017-18/CC/CIR-01

Date: 15/06/2017

## OFFICE ORDER

Code of conduct committee is reconstituted with the following Members for the A.Y 2017-18 The composition of code of conduct committee is as follows:

S.No	Name	Designation	sign
1.	Dr.SYED BHASHA	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SRINIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (DL)-508213.

Copy to:

1.IQAC Coordinator

2.Students Notice Board



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishthapharmacy@yahoo.com](mailto:pratishthapharmacy@yahoo.com)

**Dr. M. Shivarama Krishniah**

Chairman

Mobile: 9246966645

MBSB, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032354521

M.Pharm, Ph.D

PIPS/PRIN/AY2017-18/CC/CIR-01

Date: 05/12/2017

### CIRCULAR

This is to inform that code of committee meeting is scheduled on 09/12/2017 at 03:00 pm at conference hall. All the members of the committee are requested to be present on time.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Administrative Officer
4. Accounts Officer
5. Students Notice Board

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (M), Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032354521

M.Pharm, Ph.D

PIPS/PRIN/AY2017-18/CC/MM-01

Date: 09/12/2017

### MINUTES OF MEETING

The Meeting was held on 09/12/2017 at 3:00 pm in the Conference hall.

1. Convener started the meeting by welcoming the members of committee.
2. Members discussed the concerns related to students not attending the classes on time for First hour and post lunch Class.
3. The members discussed the same with principal and given their suggestion of disciplinary actions to be implemented.
4. Convener has recommended that concerned Canteen committee coordinators should monitor the students not sitting in the canteen and anywhere in the college premises during class hours.
5. The meeting was adjourned at 4:00 p.m.

The undersigned were present for the meeting

S.No	Name	Designation	sign
6.	Dr.SYED BHASHA	CONVENER	
7.	N.GANESH	MEMBER	
8.	V.ASHOK	MEMBER	
9.	G.SRINIVAS	MEMBER	
10.	V.VIJAYABHASKER	MEMBER	

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdl.) Suryapet (Dt.)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalal**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

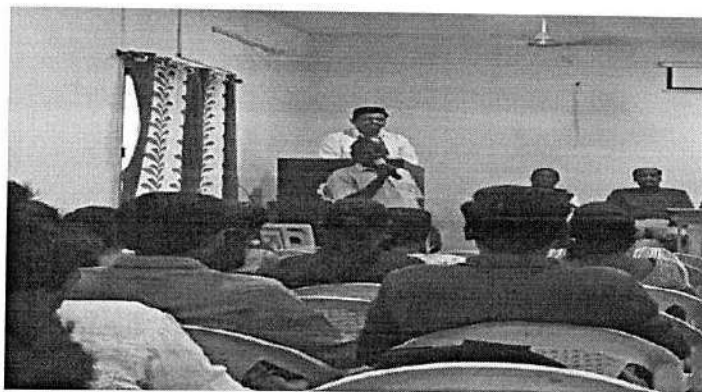
Principal

Mobile: 7032354521

M.Pharm, Ph.D

### Academic Year 2017-2018

#### A Report on Annual Staff Meeting for faculty, Administrators and other staff



Honourable Professor Dr Ayya Krishnan addressing the gathering on the eve of induction day and explaining the faculty about the code of conduct and the following points were explained.

#### Code of conduct for Staff:

- A teacher shall not discriminate against a student on political grounds for reason of race, religion, caste, language or sex or for other reason of an arbitrary or personal nature and shall not incite students/teachers against other students or other teachers, colleagues or administration/Governing body of the college.
- A teacher shall not remain absent from duty without proper sanction of leave in case of emergency.
- A teacher shall desist/refrain from including in unscientific publication which would prove to be detrimental to the reputation and the progress of the college/university.
- A teacher may be permitted to take up consultancy under terms and conditions as outlined in the relevant statute/ordinance as amended from time to time. However, he shall not conduct individually or participate in conducting jointly with others coaching classes directly or indirectly. He/she shall not give any private tuition.
- A teacher shall perform his/her academic duties and work related to examinations as assigned.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdi) Suryapet (DL)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

- A teacher shall have freedom of thought of expressions. He/she shall not misuse the facilities or forum of the college/ university.
- A teacher shall not make use of available infrastructural resources and /or facilities of the department/ college/university/governing body for personal, commercial, political or religion us purposes.
- Teacher shall work for holistic development of student.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdl.) Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraijpalily (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha\\_pharmacy@yahoo.com](mailto:pratishtha_pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
MBBS., DCH  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm., Ph.D.  
Principal  
Mobile: 7932364621

PIPS/PRIN/AY 2016-17/CC/CIR-01

Date: 18/04/2016

## OFFICE ORDER

Code of conduct committee is reconstituted with the following Members for the A.Y 2016-17 The composition of code of conduct committee is as follows:

S.No	Name	Designation	sign
1.	Dr V DAMODHAR N	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SREENIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

Copy to:

1. IQAC Coordinator
2. Students Notice Board

**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraijpalily (V), Chivemla (M), Suryapet (Dt)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and GDTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**

Chairman

Mobile: 9245966645

MBBS., DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032354521

M.Pharm.Ph.D

PIPS/PRIN/AY2016-17/CC/CIR-01

Date: 27/12/2016

### CIRCULAR

This is to inform that code of committee meeting is scheduled on 30/12/2016 at 03:00 pm at conference hall. All the members of the committee are requested to be present on time.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdt.) Suryapet (DL)-508213.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Administrative Officer
4. Accounts Officer
5. Students Notice Board



Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : www.pratishthapharmacy.in, E-mail : pratishtha.pharmacy@yahoo.com

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645

MBBS.,DCH

**Dr. Vijaya Lakshmi**  
Secretary

MD, DGO

**Dr. V. Raj Kumar** M.Pharm,Ph.D  
Principal  
Mobile: 7032354521

PIPS/PRIN/AY2016-17/CC/MM-01

Date: 30/12/2016

## MINUTES OF MEETING

The Meeting was held on 30/12/2016 at 3:00 pm in the Conference hall.

- 1.Convener started the meeting by welcoming the members of committee.
- 2.Members discussed the concerns related to student failing to clear the college fees within the notified date and Science students who are not attending theoretical classes regularly but attending the Lab Classes.
- 3.The members discussed the same with principal regarding disciplinary action to be taken.
- 4.Convener has recommended that the concerned departmental Heads should handle the issues with perspective to discipline.
- 5.The meeting was adjourned at 4:00 p.m.

The undersigned were present for the meeting

S.No	Name	Designation	Sign
1.	Dr V DAMODHAR N	CONVENER	
2.	N.GANESH	MEMBER	
3.	V.ASHOK	MEMBER	
4.	G.SREENIVAS	MEMBER	
5.	V.VIJAYABHASKER	MEMBER	

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.





Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durajpally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha\\_pharmacy@yahoo.com](mailto:pratishtha_pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**  
Chairman  
MBBS., DCH  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**  
Principal  
M.Pharm, Ph.D  
Mobile: 7932354521

### Academic Year 2016-2017

#### A Report on Annual Staff Meeting for faculty, Administrators and other staff

Honourable Secretary Mrs Jyothi addressing the gathering on the eve of induction day and explaining the faculty about the code of conduct and the following points were explained.

##### Code of conduct for Staff:

- A teacher shall carry out the legitimate academic and administrative decisions taken by the authorities of the college/universities pertaining to his/her sphere of responsibilities/duties.
- A teacher shall not discriminate against a student on political grounds for reason of race, religion, caste, language or sex or for other reason of an arbitrary or personal nature and shall not incite students/teachers against other students or other teachers, colleagues or administration/Governing body of the college.
- A teacher shall not remain absent from duty without proper sanction of leave in case of emergency.
- A teacher shall desist/refrain from including in unscientific publication which would prove to be detrimental to the reputation and the progress of the college/university.
- A teacher may be permitted to take up consultancy under terms and conditions as outlined in the relevant statute/ordinance as amended from time to time. However, he

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (M), Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS., DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7932354521

M.Pharm, Ph.D

shall not conduct individually or participate in conducting jointly with others coaching classes directly or indirectly. He/she shall not give any private tuition.

- A teacher shall perform his/her academic duties and work related to examinations as assigned.
- A teacher shall have freedom of thought of expressions. He/she shall not misuse the facilities or forum of the college/ university.
- A teacher shall not make use of available infrastructural resources and /or facilities of the department/ college/university/governing body for personal, commercial, political or religion us purposes.
- Teacher shall work for holistic development of student.

**PRINCIPAL**

Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.



Regd. No. 732/2006

Mobile: 8499831950

## PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraijally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**  
Principal  
Mobile: 7932354521  
M.Pharm.Ph.D

### Report on Professional Ethics Programmes for students, teachers, administrators & other staffs

SITS is a learning temple founded on the principles of ethics and value-based education. Academic freedom, intellectual integrity, and the fair and respectful treatment of others are all ethical principles that faculty and students must enshrine. The concept of academic freedom is central to the academic enterprise. From a student's perspective, the basic pillars of ethical practices such as independence, prevention of harm to others, extending a helping hand to all, justice, and fidelity are constantly discussed and etched in the minds of our students.

The basic cultures instilled on campus are universal brotherhood, self-confidence development, a broad and open mind to help the poor and needy, empathy for the oppressed and ready-to-help attitudes.

Professional ethics is an inevitable standard that should be deeply ingrained in the minds of young students in order to transform them from the heavily contaminated commercial environment to which they are exposed.

As **Swami Vivekananda** visualized about our youth we celebrate **National Youth Day** and conduct **blood donation camps** to mark the occasion.

#### Student orientation Programs on Professional Ethics and Human Values

- Every year during the start of Academic session in the Month of Aug Induction programs are conducted for under graduate and post graduate students. During the induction programs academic professionals from in different fields will address the students about the various ethics that a student should follow during the course of study. The Code of ethics to be followed is printed in the student calendar and circulated to the students.
- An Exclusive program on professional ethics and Human values was conducted from 6/8/2019 to 22/8/2019.
- The school of engineering offers a course on "Professional practice, Law & Ethics" to all the engineering students

To promote harmony and a friendly atmosphere on campus, we organize a variety of cultural programs that involve the vast majority of students, allowing them to gain a better understanding of the importance of ethical practices such as not taking advantage of others' distress.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraijally (V), Chivemla (M), Suryapet (Dt.)-508213.



Women's Day was observed as a mark of respect for our female students, and achievers were recognized in order to encourage our dynamic female students.

The commercial content of education model to the next generation as we produce future managers, entrepreneurs, administrators, and leaders of the nation is to make wealth through honest and lawful means and never resort to unethical practices at the expense of others.

Our students have effectively participated in COVID 19 awareness camps and our Logistics and supply chain management students and NSS volunteers had reached out to the needy people and rendered assistance during complete lock down as a best ethical practice from College students.

**Faculty** commitment towards **Professional ethical** practices is being meticulously followed by IQAC of our university.

**Faculty development program** is conducted in the month of Aug to all the faculty members in the various titles of pedagogy. During the course of the program the faculty will be enriched with various ethical practices they should adopt.

#### **Research Ethics**

The research scholars undertake a Research methodology course work exam in Unit IV of the paper they exclusively study about the ethics in research to be followed

**Plagiarism** is strictly prohibited in all academic materials created by our faculty members, and we ensure that only original contributions from our faculty and research scholars are sent to journals for publication. This determines the quality and originality of faculty members academic contributions.

#### **Ethics Committee**

- Institutional Animal Ethics Committee (IAEC)

The College as a registered Institutional Animal Ethics Committee (IAEC) approved by CPCSEA (Committee for the Purpose of Control and Supervision on the Experiments on Animals) with registration No 290/CPCSEA. The Committee conducts IAEC Meetings on periodical intervals to supervise the animal ethics followed in each project done in SITS with animal experimentation.

- Institutional Ethics Committee (IEC)

IEC is an approved body functioning in SITS to supervise the ethics followed in research projects carried out in SITS on human subjects. The IEC is registered under Rule 122D of Drugs & Cosmetics Act 1945 with a registration number ECR/288/Indt/TN/2018

**Harassment-** the most frequently discussed form of harassment is sexual harassment. As the "no member of the academic community may sexually harass another". University has created a strong committee with members as per legal provisions and we ensure that women are completely safe and breathe fresh air without any pollution of Harassmen



**Nondiscrimination and fair evaluation-** In their work, members of the academic community should not engage in discrimination "based on age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, socioeconomic status, or any basis proscribed by law". Periodic FDP and eminent lectures were organized.

Non-teaching members must adhere to all ethical principles of confidentiality and student information security. They are expected to be the custodians of all confidential data of our students, and the university provides training for them to gain access to various software programmes as well as periodic orientation to ensure that all ethical practices are followed.

Professional Ethical practices by management need to be mentioned with gratitude at this juncture. Management has proved beyond any law or expectation from all stakeholders. children of Covid-19 warriors like sanitary workers, police personnel, and medical services. This was widely appreciated and acclaimed from various quarters at International Level. Staff welfare, financial protection, better academic environment, medical facilities, transport facilities, research funding encouragement for international conference participations are all part of professional ethics from management that needs to be mentioned under this head.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Durajpally (V), Chivemla (Mdt.) Suryapet (Dt.)-508213.

### 7.1.10 Report on the student attributes facilitated by the Institution

The college maintains strict discipline & expects rules to be followed by every student. Students are abide by the rules of the affiliating university.

As per the University rules, the students having an attendance below 80% will not be permitted to appear for the University Examination.

Every student is required to go for 'Physical Efficiency Test' as per the University Rules.

Use of unfair means in the college & University Examinations is strictly prohibited.

A genuine grievance should be brought to the notice of the Principal but only through the Class teacher/ House Advisor/Mentor Hostel Warden. Students are advised to see the information displayed on the Notice Board regularly.

Every student should carry Identity Card during his/ her stay on the campus. Every student should pay visit to the Library and observe silence.

Dress code is compulsory for all. Wearing Jeans & T-shirts is not allowed. Participation in Curricular, Co-curricular and Extra-curricular activities is must.

Formation of organizations/ associations & organization of any kind of program without permission is not allowed

Student should take care of every asset of the college. Any damage to the property may cause penalty individually or collectively.

Arrogance/ indecent talk /abusive language would invite the serious action. Littering of papers, plastic bottles and spitting at campus may attract anti disciplinary action.

Every student should believe in dignity, truthfulness, fairness and responsibility.

Use of Mobile Phones in the institution and on campus is strictly prohibited. Ragging is a punishable act as per Government Rules.

Smoking and chewing are strictly prohibited. Offenders shall have to face legal action.

Students should not scribble on walls, doors & furniture. Behave eco-friendly on campus.

To foster all round development of a student, there is a need to strike a balance between syllabi-curriculum, co-curricular and extracurricular activities. Co-curricular activities give the students an opportunity to develop particular skills and exhibit their non-academic abilities. Extracurricular activities offer the students an opportunity to work with others and gain essential life skills. Members of Students' council often serve on various committees, to represent the ideas and concerns of their fellow students. Students' council functions with reference to planning programs related to student interests, providing forum for students, hold discussions and helping to build and sustain a successful campus environment.



Regd. No. 732/2006

Mobile: 8499831950

**PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES**Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Durgapally (V), Chivernia (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)**Dr. M. Shivarama Krishniah**  
Chairman  
MBBS., DCH  
Mobile: 9246966645**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521**Student attributes facilitated**

S.No.	Attribute	Facilitated by the Institution
1.	Knowledge enrichment	Add-on course, online courses
2.	Employability	Placement training, Capacity enhancement programmes, Career counseling and guidance for Competitive examinations.
3.	Personality Development	Invited talks and Students Council activities.
4.	Value addition	Participation in Workshops/Seminars/Conferences/Symposia
5.	National values, Human Values	Independence day, Republic day, NSS activities and awareness programmes.
6.	Social cohesion, tolerance and Communal harmony	Celebration of linguistic and religious festivals.
7.	Social sensitivity	Departmental extension activities and NSS
8.	Acclimatize new developments	Participation in subject related Lectures, Workshops and Exhibitions
9.	Event management	Organizing College day, Seminars and Club activities
10.	Life skills	Skill club, Craft Club, ED cell and IPR cell activities
11.	Environment sustainability	Eco club and NSS Activities
12.	Gender equality	Gender sensitization programmes.
13.	Team spirit, acceptance	Sports and other competitions

Through all these activities and other extracurricular activities and by serving in various committees, students improve their leadership, interpersonal skills and self-confidence. This also allows them to link their academic knowledge with practical experience thereby leading to a better understanding of their own abilities and career goals. The college feels proud that our students have been successful in various fields such as IT, Industry, Cinema, Coaching of different sports, Police department, Auditing, Journalism, TV and Radio, Banks and Government sector. Through cultural club activities one to two students every year follow choreography as a career. Sports activities have made three to five students every year to serve as coach for yoga, karate, Ball badminton and Volleyball.

**I.Code of Conducts for Teachers:****I. TEACHERS AND THEIR RESPONSIBILITIES:**

Whoever adopts teaching as a profession assumes the obligation to conduct himself/ herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and Communicative by temperament and amiable in disposition.





Regd. No. T32/2006

Mobile: 8499831950

## PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahooc.com](mailto:pratishtha.pharmacy@yahooc.com)

**Dr. M. Shivarama Krishnalah**

Chairman

Mobile: 9246966645

MBBS, DCH

**Dr. Vijaya Lakshmi**

Secretary

MD, DGO

**Dr. V. Raj Kumar**

Principal

Mobile: 7032354521

M.Pharm, Ph.D

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession.
  - (iii) Seek to make professional growth continuous through study and research.
  - (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge.
  - (v) Maintain active membership of professional organizations and strive to improve education and profession through them.
  - (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication.
  - (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation.
  - (viii) Participate in extension, co-curricular and extra-curricular activities
- (iii) Including community service.
  - (i) Respect the right and dignity of the student in expressing his/her opinion.
  - (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics.

### 2.Code of Conduct for Non-Teaching Staff:

Duty hours have to be observed meticulously by all the staff members. Timely arrival at working place and timely departure is highly adorable. On duty wearing uniform is compulsory. Maintenance of cleanliness, neatness & tidiness at working place is must. Commitment, dedication, punctuality and sincerity at assigned work is expected.

Staff working in the Laboratories shall have to maintain a stock register for all the assets available with the department and the report there on has to submit to the Hods concerned at the end of each academic year. A separate register for there cord of right off items has to be maintained in each department.

The support staff has to follow the instructions of the authorities and discharge their duties as and when asked for. The staff shall not leave the college premises / working place without permission of the in-charge. The staff should respond to students' enquiries with concern and ensure all possible help.

### 3.Code of Conduct for the Principal:

The Principal should Be a dynamic and democratic leader. Monitor all the activities of the college efficiently and effectively. Convene meeting of the council periodically to take decisions regarding college activities.

Encourage the faculties to organize academic activities to initiate, sustain and enhance quality culture in the institution.

### 4.Code of Conduct for Governing Body:

The Members of Governing Body should

- (i) Support the aims and objectives of the College, showing it highest loyalty, and act in good faith in its interests. Each member should also act honestly and diligently in promoting the interests of the College and its students

the wider





Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraijally (V), Chivemla (M), Suryapet District - 508 214, Telangana  
Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha-pharmacy@yahoo.com](mailto:pratishtha-pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnaiah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

- (ii) Observe the provisions of the College's Instruments & Articles of Government, with particular reference to the responsibilities which cannot be delegated, e.g. to decide strategic policy and overall direction and to monitor the performance of the Principal and other senior post holders.
- (iii) Have regard to the responsibilities given to the Principal in the Articles of Government, e.g. to implements the decisions of the Governing Body and to manage the College's affairs within the budgets and framework fixed by the Governing Body.
- (iv) Work together so that Governing Body and the Principal perform their respective roles effectively.
- (v) Work within the parameters set out in the Financial Memorandum should a Governor be concerned that the Governing Body may be acting outside its powers with regard to any particular decision, he/ she should immediately refer the matter to the Clerk, who may then take advice from an appropriate independent source, if necessary.
- (vi) Work co-operatively with other Governors for the benefit of the College as a whole and not for any improper purpose, or for personal motive.
- (i) Acknowledge that differences of opinion may arise in discussion of issues at the meetings, but a decision of the Governing Body, even when it is not unanimous, is a decision taken by the Governing Body collectively and each individual Governor has a duty to stand by it, whether or not he/ she was present at the meeting when the decision was taken.
- (ii) Note that if a Governor disagrees with a decision taken by the Governing Body, his/ her first duty is to have any disagreement discussed and minute. Should the Governor strongly disagree, he/ she should consult the Chair and, if necessary, then raise the matter with the Governing Body when it next meets.

1. DUTIES:
2. COLLECTIVE RESPONSIBILITY:
3. SKILL, CARE & DILIGENCE:
4. CONFLICTS OF INTEREST:
5. CONFIDENTIALITY:

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraijally (V), Chivemla (M), Suryapet (DL)-508213.



Regd. No. 732/2006

Mobile: 8499831950

# PRATISHTHA INSTITUTE OF PHARMACEUTICAL SCIENCES

Approved by AICTE & PCI, New Delhi, Affiliated to JNTU and SBTET, Hyderabad & Recognised by Govt of Telangana  
Duraipally (V), Chivemla (M), Suryapet District - 508 214, Telangana

Website : [www.pratishthapharmacy.in](http://www.pratishthapharmacy.in), E-mail : [pratishtha.pharmacy@yahoo.com](mailto:pratishtha.pharmacy@yahoo.com)

**Dr. M. Shivarama Krishnalah**  
Chairman  
Mobile: 9246966645

**Dr. Vijaya Lakshmi**  
Secretary  
MD, DGO

**Dr. V. Raj Kumar**, M.Pharm, Ph.D  
Principal  
Mobile: 7032354521

## CODE OF CONDUCT HAND BOOK

S.No	Stake Holders	Pg.No
1	Principal	1
2	Governing Body	2
3	Head(Academics)	2
4	Head (Planning & Development)	2
5	Head (Research & Development)	3
6	Head (Examinations & Evaluation)	3
7	Head (Faculty & Students Affairs)	3
8	Head (Training & Placement)	4
9	Heads of the Departments	4
10	Faculty	5
11	Administrative Staff/Non-Teaching Staff	6
12	Students	7

  
PRINCIPAL

Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivemla (M), Suryapet (DL)-508213.

## **I. Code of Conduct for Principal:**

1. The Principal should design and monitor the academic policies and general administrative principles of the Institution to ensure the efficient and effective performance of all members.
2. Accountable to plan and control the budgetary provision and financial audited statements of the Institute.
3. Is responsible for performing specific institutional Regulation/Monitoring, support all stake holders for Development, practice transformational Leadership and be a Visionary for the growth.
4. Shall collaborate with department heads to take initiation towards innovation practices for the development of students.
5. Accountable to be a chair person for all committees and is necessary to function effectively.
6. Will delegate his authority to the heads of the department to ensure disciplinary actions as and when required for the smooth functioning of academic regulations.
7. Provide directions to Faculty members to update their knowledge by attending seminars, International & National conferences, publishing in listed Journals, workshops and Faculty Development Programmers.
8. Accountable for Policies implementation and responsible for fulfillment of institution Vision and Mission achievement.
9. Ensure that the entire Academic Programmers of the Institute adhere to the University regulations.
10. Initiate changes in the policy practices as and when required to complete which the economic challenges.
11. Will adhering to maintain confidential information which impacts the Goodwill of the Institution.
12. Responsible for end – to – end functioning of the Institution and its performance and initiate for collaborative practices with stake holders for Institution growth.
13. Will liable for the submission of an annual report on the progress achieved in different developmental programs to the Management.
14. Accountable to convince, collaborate, and communicate all the Governing body, committees and other stake holders.



## **II. Code of Conduct for Governing Body:**

1. Guide the college while fulfilling the objectives for which the college has been granted auto enormous status.
2. Institute scholarships, fellowships, student ships, medals, prizes and certificates on the recommendations of the Academic Council
3. Approve new programmers of study leading to degrees and/or diplomas.
4. All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/state government as applicable in accordance with the policies laid down by the UGC and State Government from time to time.
5. To approve annual budget of the college before submitting the same at the UGC.
6. Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development of the college

## **III. Code of Conduct for Head (Academics):**

1. Responsible to play a key role in all Academic affairs to bring higher performance among the entire departments.
2. Accountable for monitoring overall quality and standards in teaching, learning practices by practicing experiential learning as teaching pedagogy.
3. Responsible to maintain and monitor updated Academic regulations in execution.
4. Ensure to perform a periodic assessment of teaching faculty particularly attendance, Syllabus coverage and submit are port with suggestions and observations to the Principal.

## **IV. Code of Conduct for Head (Planning &Development):**

1. Accountable for developing and implementing the institution's vision and goals.
2. To Support, supervise, and evaluate Departments to bring excellence and initiate innovative practices for Overall in situational development.
3. To lead and coordinate the Professional Governance Body decisions, overseeing the selection of faculty and retention.
4. Accountable for evaluating policies and consultation with Institute and promote the development



**V. Code of Conduct for Head(Research &Development):**

1. Responsible for strategic planning to develop research orientation among faculty by publishing research opportunities to all the teaching community.
2. To accept financial power related to all projects covered under innovation initiation research works.
3. Accountable to report on the status of Sponsored Research and Consultancy Projects undertaken by the Principal Investigators in the Institution.
4. Responsible to monitor and control financial transformations related to Consultancy Projects and research publications.
5. Accountable to be liaison officer in between institution and Industry Interface committee(IIC)

**VI. Code of Conduct for Head (Examinations &Evaluation):**

1. Responsible to plan &control rules and regulations for examination policies & Procedures for the effective functioning of the Examination branch and will report to the Principal.
2. Coordinate with Examination ACEs, Department coordinators, and HOD for the smooth functioning of Examination Procedures.
3. Accountable to maintain confidentiality towards examination related affairs and adheres to the Academic Regulations &Academic Calendar.
4. To ensure zero tolerance of indiscipline during examination time and publish a timely issue of Grade Cards to the Candidates.

**VII. Code of Conduct for Head (Faculty & Students Affairs):**

1. Responsible for develop, execute and control campus regulations to ensure discipline among students.
2. Accountable to promote health academic relations among students by organizing awareness programs.
3. Head should adhere to the institution's policies and procedures in connecting to bring efficiency in student conduct.
4. To collaborate with faculty, Non teaching staff, and students to manage and address issues related to students.
5. Responsible to encourage appropriate standard so find individual and group behavior, and promote ethical standards as citizens.

### **VIII. Code of Conduct for Head(Training & Placement):**

1. Accountable to plan, execute and control end-to-end training and placement functions for the benefit of students, institute and other stake holders.
2. The team should take an active initiation to introduce corporate with the institution and result it with MOU's.
3. Responsible to communicate opening opportunities to the officials at the department level.
4. Head T&P and team are accountable per training to the pre-placement process, during a Campus visit, post- placement process for supporting students.
5. To ensure that training programs are organizing as scheduled at the Annual Plan for all streams of students.

### **IX. Heads of the Departments:**

1. Head of the departments (HOD) is responsible for smooth functioning of the irrespective departments to bring excellence in services.
2. HOD shall adhere to the Policies and Procedures governed by the Academic council and ensure quality practices in their departments.
3. To collaborate with Administrative senates like Principal, Head Academics and other Heads for efficiency and effective utilization of resources to build strong Academic competencies.
4. Is liable for meeting the department level vision and mission and ensure fair practices towards faculty and students.
5. To take an active role to plan for the semester and academic year, in terms of activities, guest lectures, workshops, student participation etc. for the benefit of the students and faculty.
6. Accountable to monitor and conduct academic activities of the department.
7. Responsible to conduct regular departmental meetings with Faculty, Class coordinators as well as the class representatives to sort out any issue and queries related to academics.
8. Responsible to prepare the department budget requirements and other needs of any resource for the department.

## X. Faculty:

1. Faculty should be accountable to report to the college before the commencement of college timing.
2. Faculty is responsible to meet academic roles with regards to teaching, training and department level administrative assignments for the development of the institution.
3. The entire faculty should stick on to leave policy, should get the prior approval with the authority/HOD and need to do appropriate alternate arrangements with co-faculty.
4. Faculty should prepare a course file that includes course material, lesson plan, unit wise Assignment questions, e-resources, case studies and gets approved by HOD and principal.
5. Faculty should be away from involving in unethical practices within and outside the college premises.
6. The Faculty Member must strive to prepare academically to meet all the challenges and requirements in the methodology of teaching for the student community at large.
7. The faculty should maintain academic record books for all students to analyze the progress of students.
8. Faculty should utilize Information Communication Technology (ICT) resources for the effective delivery of lectures to students.
9. Faculty is responsible for doubts clarification to students in order to have clear conceptual knowledge benefit.
10. Faculty is accountable to identify slow learners and motivate them to cope up with studies to gain competency skills.
11. Faculty should maintain records to manage, monitor, assess and improve student learning to improve sources for student achievement.
12. Faculty should admire towards supporting the personal and professional development of students.
13. Teaching staff should maintain a professional relationship with colleagues that are considered and helpful in their career growth.
14. Faculty should develop their core competencies through their own profession all earning and development.
15. The teaching staff should involve themselves in the preparation & demonstration of models, charts, experimental setup and upgrade the laboratory.



16. Faculty should involve in regular tutorials for student's better performance.
17. Every faculty is responsible to attend examination duties in terms of preparation of question paper, moderation before the end exam, liable to maintain confidence towards professional ethical practices.
18. The entire Faculty required submitting their Self Evaluation Report at the end of every term of the academic year in the prescribed format.
19. Faculty should attend seminars, workshops, conferences, faculty development programs for enhancing their knowledge.
20. It's mandatory for all Faculties to publish research papers in listed journals and financial support is provided by management to encourage their research initiations.
21. Faculty is responsible to encourage students to participate in competitions, conferences, extra-curricular activities for developing their conference levels to cope up with corporate competitions.
22. Faculty Member as a part of the Institutional community they should take additional responsibilities as assigned by HOD / Principal in academic, co-curricular or extra-curricular activities.

#### **XI. Administrative Staff/Non-Teaching Staff:**

1. All the Administrative staff should adhere to the college policies and procedures to maintain a confidential report of the documents and files.
2. Accountable for professional ethical practices in all the administrative functions.
3. Administrative staff should accept responsibilities as and when required and assigned by the Principal.
4. All the administrative staff should adhere to the instructions from the authorities.
5. Non-teaching staff should assist and encourage others to adhere to the policies, by directing students, faculty towards administrative policies like leave policy, time management, disciplinary procedures, etc.

#### **XII. Students:**

1. The student should adhere to the Academic Calendar specified by Academic Authorities to ensure the smooth completion of their program.
2. Any involvement or commitment to miss- behavior or in-disciplinary acts will result in severe punishment to maintain homogeneity in the premises.



3. Destroying/theft of college property would be liable for punishment and compensation of loss caused by the act.
  4. They should follow updates regular by notice board, college website, what's up App groups so as not to miss any important information.
  5. Outsiders or strangers are not entertained into the campus by students of the college, without prior permission of authorities.
  6. Students are not encouraged to involve in anti-social, anti-national, immoral practices and anti- institutional activities within the campus.
  7. Students are accountable to meet all academic credentials including actively participating in Educational tours or industrial visits accompanying Faculty members after obtaining completing Under taking process from Parents/Guardian as mandatory process.
  8. Students should carry their Identity Card regularly to college, if violated they are not allowed to college.
  9. The student should be conscientiously honest in all academic activities and with all staff and co-students.
  10. Students are advised to come in formal dress code to college regularly. College Uniform for Labs.
  11. The student should switch off their mobile phones while in the classroom, Laboratory, and Library, etc. as per notification. The mobile phone is strictly prohibited in the exam hall during the examination.
  12. Ragging is strictly prohibited in the campus and hoardings are displayed in the entire college premises like common areas, in every department and elsewhere.
  13. The student should maintain regular attendance for all sessions during the day. As per university norms, every student should meet 75% attendance criteria to attend End examination for each semester.
  14. The student is accountable to complete all academic standards including Practical's, Record submission, participating in workshops as per schedule.
  15. Students must present at the examination hall half an hour before the commencement of the examination. Communication with one another is strictly not permitted during the examination.
  16. All the students should adhere to the rules and regulations by the examination department as specified in the Hall ticket and follow instructions presented in the Answer booklet.
-

17. The student should not use unparliamentarily Language, should not have an impolite talk which offends other students or staff and if it is proved serious action would be taken by authorities.
18. Students are advised to utilize the free time to spend in the library and refer books.
19. Students should participate in seminars, discussions, presentations under the guidance of faculty and mentors in their respective areas of the discipline.
20. Students should follow all the guidelines with respect to seminars and project submissions to their mentors and guides.

  
**PRINCIPAL**  
Pratishtha Institute of Pharmaceutical Sciences  
Duraipally (V), Chivremla (Mdl.) Suryapet (Dt.)-508213.