

PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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Website Circular

Ref.No.14-407/2020-PCI

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23 MAR 2021

To,

All Institutions approved by PCI u/s 12 of the Pharmacy Act, 1948 for
B.Pharm and M.Pharm course

**Subject: Scheme for Capacity Building Industrial Training (CBIT) Program for
Pharmacy Teachers -reg.**

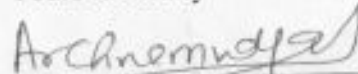
Sir/Madam

The Pharmacy Council of India (PCI) is continuously striving to empower the teachers in terms of their capability in teaching, learning, professional development, research and other scholarly activities leading to development of appropriate expertise, pedagogical and assessment competence. The PCI has come out with an ambitious Scheme for faculty-industry interaction. The Scheme envisages nomination of teachers from approved pharmacy institutes for one month training in the Pharmaceutical Industry within India to work hands on with working professionals in various verticals of the company. This will help our teachers to acquire required skills and understand Industry's expectations from the pass out students.

In this connection, please find enclosed herewith a "Scheme for Capacity Building Industrial Training (CBIT) Program for Pharmacy Teachers" as **Annexure-A**. The Scheme is self explanatory.

The eligible institutions may apply for the said Scheme through online Google form titled "Application Form for availing financial assistance from PCI under Capacity Building Industrial Training (CBIT) Scheme". The link is available on www.pci.nic.in or <https://forms.gle/jvhz3HBPMelDC9L86>. No application through other mode will be accepted.

Yours faithfully



(ARCHANA MUDGAL)
Registrar-cum-Secretary



Pharmacy Council of India New Delhi

**(A Statutory Body under the Ministry of Health and Family Welfare,
Government of India)**

Scheme for Capacity Building Industrial Training (CBIT) Program for Pharmacy Teachers

(PART-I)

1. Preamble:

- a) Under the Pharmacy Act, 1948, Pharmacy Council of India (PCI) is mandated to regulate the profession of Pharmacy. To achieve set objective, the PCI regulates the education of Pharmacy at all the levels of certifications through the Education Regulations framed under the Act. This covers the approval of institutions imparting the education of Pharmacy in India. The Education Regulations covers all the essential requirements which an Institution has to fulfill for approval including the prescribed requirements of faculty deployment for conducting such courses.
- b) Indian Pharmaceutical Industry is the primary employer of graduate and post graduate workforce passing out from these institutes. This workforce is employed in R&D, Manufacturing, Quality Management, Regulatory, Marketing and Sales Verticals of the Pharmaceutical Industry. The general feedback is that this workforce is not industry ready once they graduate from the institutes / universities. One of the prime reasons for these gaps is that our teachers have minimal industry interaction to understand the industry requirements in the ever changing technological ecosystem. This gap results into teaching the students based on the theoretical aspects of the technology which may not be much in practice in the current industrial practices.
- c) To bridge this gap, PCI is continuously striving to empower the teachers in terms of their capability in teaching, learning, professional development, research and other scholarly activities leading to development of appropriate expertise, pedagogical and assessment competence. The PCI has come out with an ambitious Scheme for faculty-industry interaction. The Scheme envisages nomination of teachers from approved pharmacy institutes for one month training in the Pharmaceutical Industry within India to work hands on with working professionals in various verticals of the company. This will help our teachers to acquire required skills and understand Industry's expectations from the pass out students. To begin with PCI has decided to –
 - i) start this Scheme for 100 teachers from approved institutes to be nominated in reputed Pharmaceutical Companies for a period of one month (30 days).
 - ii) the PCI will work together with various Pharma Industry Associations to identify the companies where such trainings can be organized. These Associations will work closely with PCI to achieve the desired objectives and expected outcomes from this capacity building program.
 - iii) currently the PCI has identified Indian Pharmaceutical Alliance (IPA).

- d) Indian Pharmaceutical Alliance (IPA) represents 24 leading Indian pharmaceutical companies, committed to patient care in India and across the world. Collectively, IPA member companies account for over 85 per cent of the private sector investment in pharmaceutical research and development. They contribute more than 80 per cent of the exports of drugs and pharmaceuticals and service over 57 per cent of the domestic market. IPA through its Quality Forum, which was setup 6 years ago with a vision to help the Indian Pharma industry to achieve Quality Excellence is spearheading the capability building amongst all the stake holders. IPA and Pharmacy Council of India (PCI) are working together to improve the syllabus for Pharmacy courses in India and for developing a program to train the faculty in the latest technology and trends at pharmaceutical plant locations.
- e) To begin with PCI & IPA has decided to start this Scheme of capability building for 100 teachers from approved institutes to be nominated in reputed Pharmaceutical Companies for a period of one month (30 days)

2. **Objectives:**

The objectives of this training program are but not limited -

- a) To support the Pharmacy Teachers in updating their skills and knowledge in the latest advances that have taken place in Pharma Sector and particularly in the Pharmaceutical industry.
- b) To provide an opportunity to the Pharmacy Teachers to undergo experiential immersion in Industrial settings to be able to comprehend the gap between theory and practice.
- c) To provide exposure to the Pharmacy Teachers to the actual working environment in an industrial setting to build necessary soft skills in the students being trained under them.
- d) To understand the newer technologies and systems that are adopted in the Pharmaceutical Industry.
- e) To strengthen the Industry-Institute collaboration by engaging and developing links with the industry.
- f) To assist the teachers to evaluate and understand how the work experience relates to their career and future professional development.

3. **Expected Outcomes:**

- a) Enrichment of curriculum to meet the industrial expectations and needs.
- b) Enhance teacher's familiarity with the working of Pharmaceutical Industry and enable them to apply the same in academic settings.

- c) Consolidate, complement, and extend the capacity building programme and enable the integration of professional practice in academic settings.
- d) Introduce the best practices learnt during the program at the department and institutional level.
- e) Structured planning and implementation of Industry projects/internships for Students.
- f) Establishment of Industry linkages and enhanced involvement of Industry experts in the academic and research activities of the institution.

4. **Eligibility:**

a) **Institute:**

- i) The institute which intends to nominate its teacher should be approved under section 12 of the Pharmacy Act, 1948 for Pharmacy Courses, B.Pharm & M.Pharm continuously for the last 10 years or more.
- ii) The institution should be NAAC/NBA accredited.
- iii) Preference will be given to Government Universities / Institutes, State Government funded Institutes / departments, NAAC/NBA approved institutes.
- iv) PCI will accept maximum 1 nomination from each institute.

b) **Candidate:**

- i) The teacher candidate should be minimum M.Pharm with graduation in Pharmacy.
- ii) Should have 10 years post qualification (after M.Pharm), full time teaching experience in an institution approved by the PCI under section 12 of the Pharmacy Act, 1948.
- iii) Should have been working in the nominating institute for minimum 3 years.
- iv) S/he should be registered in the faculty portal of the PCI.

c) **Specialties covered under Scheme**

The teachers from following M.Pharm specialties as prescribed under Appendix-A of “The Master of Pharmacy (M.Pharm) Course Regulations, 2014” will be covered under the Scheme -

- i) Pharmaceutics
- ii) Pharmaceutical Technology
- iii) Industrial Pharmacy
- iv) Pharmaceutical Chemistry
- v) Pharmaceutical Quality Assurance
- vi) Pharmaceutical Analysis
- vii) Pharmacology
- viii) Regulatory Affairs
- ix) Pharmacognosy (under special circumstances if there is a requirement from a herbal Pharma company)

.4.

5. Formation of a Screening Committee

The PCI will constitute a Screening Committee which will screen the applications as per the prescribed requirements under this Scheme for placing before the Selection Committee.

6. Formation of a Selection Committee

a) The composition of the Selection Committee shall be as under -

Chairman

- President of Pharmacy Council of India.

Members

- Vice President of Pharmacy Council of India.
 - Two Central Council members who are engaged in teaching / university administration / drug regulatory department.
 - Two member nominated by partner organization IPA.
- b) The decision of the Selection Committee regarding approval of an application for the Scheme shall be final and binding.

7. Duration of Training

The training in an industry will be of one month duration (6 days per week, 8 hours per day)

8. Certificate

The company and Collaborating Association having MoU with PCI will issue a certificate to the trainee faculty on successful completion of the training. The assessment of the Industry Guide will be used as a eligibility criteria for issue of such certificate. (To decide how many credits such a training will qualify in CEP)

9. Funding

The funding from PCI will have a ceiling limit of Rs. 50,000.00 (Fifty Thousand only) per trainee teacher which will cover the to and fro transport, lodging and boarding and some out of pocket expenses of the trainee teacher.

10. Disbursement of Funds

- a) Once an application of a teacher for the training is approved by the Selection Committee and details with regard to his / her nomination to industry is received from the Collaborating Association in prescribed format, the PCI will sanction Rs. 50,000.00 (Rs.Fifty Thousand Only) in the name of the nominating institute.
- b) 80% of the grant will be released initially (before start of the training) and remaining 20% will be released after submission of the report of the training program to PCI by the Principal.
- c) The trainee teacher will be disbursed by the institute before proceeding for the training.

**Procedure and Administrative Documents to be submitted for availing grant
under Scheme for Capacity Building Industrial Training (CBIT)
Program for Pharmacy Teachers
(PART-II)**

1. Procedure for Application:

The institute which intends to nominate its teacher for this program shall apply online furnishing the required details within the date as notified by the PCI in the prescribed application form titled “Application Form for availing financial assistance from PCI under Capacity Building Industrial Training (CBIT) Scheme”. A copy of the prescribed format is enclosed as **Annexure-II**.

2. Methodology, Terms and Conditions of the Training

- a) The Head of the Institute will forward the duly filled in prescribed Application Form to PCI (**Annexure-I**).
- b) Screening Committee will screen the applications for consideration of the Selection Committee.
- c) The Selection Committee will select and approve the institution / trainee candidate.
- d) The PCI will forward the shortlisted approved list of institutions carrying name of trainee candidate to Collaborating Associations.
- e) The said Association will allocate these trainee candidates to Pharmaceutical Industry based on location and expertise of trainee candidate.
- f) The list of allocation letter indicating the name of trainee candidate, institution and allocated company and plant will be forwarded to PCI for record in a prescribed format, by the Collaborating Association. A copy of the prescribed format is enclosed as **Annexure-II**.
- g) The receiving company where the trainee is nominated will nominate a Guide for the trainee teacher.
- h) The training will be conducted in realtime industrial environment with an objective to train the trainee 360° in the particular department so that the trainee teacher can understand the industry’s expectation.
- i) The training program should be completed at one stretch without any breaks.
- j) The selected pharmacy teachers are expected to complete their training program between April 2021 to September 2021.

.7.

- k) The trainee teacher will write weekly reports and get them approved from his/her Guide and submit to the institute Director / Principal.
- l) At the end of the training, the trainee teacher should write a complete report clearly mentioning about his/her's achievement of key objectives of the training, get it approved from his Guide and submit to its institute. The institute shall submit one copy of the report duly signed by the Principal to the PCI.

3. Documents to be submitted for settlement of grant released under Scheme:

- a) No institute can use complete / part of such released fund for any other purpose.
- b) Any unused amount has to be returned to PCI immediately.
- c) If any candidate, after the selection, do not participate in the said training program s/he will be disqualified from participation in future for such Schemes and Programs.
- d) Submission of utilization details of the funds so released will be sole responsibility of the Principal of the nominating institute.
- e) Original Statement of Actual Expenditure and Utilization Certificate in the prescribed proforma duly signed by the Head of the institution and countersigned by Registrar/Finance Officer/Govt. Auditor in case of Government institutes. The prescribed format is enclosed as **Annexure-III**.
- f) In case of self-financing/private institutions, Statement of actual Expenditure & Utilization Certificate are required to be audited & signed and sealed by a Chartered Accountant endorsing the membership number and complete postal address. The prescribed format is enclosed as **Annexure-IV**.
- g) Attendance sheet of the trainee teacher duly certified by the industry guide with stamp of the attended company and counter signed by Director / Principal of the Institute.
- h) Final report duly signed by the Industry guide and counter signed by Director/Principal of the institute.

3. Details of Faculty Nominated

Name	Designation	Working with Institution Since (mention the date)	Qualification			Total post qualification teaching experience	Is the candidate registered on PCI faculty data base	
			U.G. level	P.G. level (M.Pharm)	Specialization at M.Pharm		Yes	No

(Attach complete details as per annexure, CV of nominated faculty)

4. Proposed Training schedule (i.e. when institution can relieve the teacher)

Date from	Date to

5. Amount of financial assistance expected with breakup: (in Rs.)

- a. Fare : _____
- b. Lodging & Boarding : _____
- c. Out of pocket Expenses : _____
- d. Any other Expenses : _____
- e. Total Rs. : _____

(Maximum Financial assistance under the program is limited to Rs. 50,000.00 (Rs.Fifty Thousand per teacher)

6. Name of Bank & Account details for release of grant: (Attach copy of cancelled Cheque)

- a) Name of the Bank : _____
- b) Name of the account holder : _____
- c) Account No. : _____
- d) IFSC Code : _____

7. The CV of the nominated faculty is attached.

8. Name of the facility selected for CBIT: (Please select from drop down)

Name and Signature of
Nominated Faculty for Training

Name and Signature of
Head of the Institution
Official Seal

CERTIFICATE

(to be submitted by the institution applying for CBIT grant)

This is to certify that

- a) Institution has no objection to relieve the nominated faculty for the period of training as per the approved CBIT request furnished by the institute and faculty.
- b) Institute will ensure deployment of alternate faculty for teaching the students of the class which are being taught by the nominated faculty .
- c) The funds shall be utilized for the purpose for which they are sanctioned within the time frame prescribed by the PCI.
- d) I hereby undertake to -
 - i) submit the report on CBIT alongwith prescribed documents. I also undertake to abide by the rules and other conditions prescribed from time to time.
 - ii) refund any unutilized amount to the Pharmacy Council of India with the Report in the form of Demand Draft/ RTGS/ Digital transfer in favour of Pharmacy Council of India payable at New Delhi.
 - iii) refund the funds immediately to Pharmacy Council of India in case the training is cancelled or trainee has shown inability to attend the training.
 - iv) keep a record of bills and other expense documents for a period of 2 years and show it to government auditors in case they raise a demand.

**Name and Signature of
Nominated Faculty**

**Name and Signature of
Head of the Institution
Official Seal**

Check List to attach with CBIT application:

- 1) Latest PCI approval letter**
- 2) NBA/NAAC accreditation letter (If any)**
- 3) CV of nominated Faculty for Training**
- 4) Copy of cancelled cheque**

Affix Recent
Photograph
(Digital)

CV of Faculty being nominated for CBIT

1.	Name in Full (in block letter)	
2.	Father's/Husband Name	
3.	Date of Birth	
4.	Age	Years Months
5.	Gender	
6.	Marital Status	
7.	Nationality	
8(a)	Residential Address	
(b)	PIN Code	
(c)	Residential Address (Permanent)	
(d)	PIN Code	
(e)	Contact / Mobile No.	
(f)	Email ID	
(g)	PAN No.	
(h)	Adhar No. (optional)	

9. Educational Qualification (in chronological order)				
S.No.	Educational Qualification	Name of Institution	Board / University	Year of passing
	D.Pharm			
	B.Pharm			
	M.Pharm (mention specialization)			
	Ph.D.			

10. Industrial Training / Internship if undergone earlier					
S.No	Designation	Name of Organization	Period of Service / Training		Particulars of Training
			From	To	

11. Employment Record (Starting from the current employment in reverse chronological order)									
S.No	Designation	Organization				Period of Service			Remarks if any
		Name	Address	Govt/ Pvt	PCI - ID	From	To	Period	
Total teaching Experience post qualification					-----Years-----Months				

Declaration

I hereby certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed / distorted.

Signatures of Nominated Faculty

Dated:-----

Place: -----

**Name and Signature of
Head of the Institution
Official Seal**

List of Trainee Candidate Deputed

Reference PCI letter No. _____

Name of Collaborating Association _____

S.No.	Name of Institution	Name of trainee candidate	Name and address of Pharmaceutical Company / Plant where training candidate is deputed	Tentative date of start of training

Name of Person on behalf of Collaborating Association : _____

Signature : _____

Date : _____

Annexure-III

Statement of Actual Expenditure and Utilization Certificate For Self Financing or Private Institutions (To be sent for settlement of grant advance)

1. Name & Address of the Institution : _____

2. Name of Faculty Nominated : _____

3. Duration of Training (date) : From _____ To _____ No of Days _____

4. Expenditure

Head	: Expenditure
A. _____	: Rs.
B. _____	: Rs.
C. _____	: Rs.
D. _____	: Rs.
E. _____	: Rs.
F. _____	: Rs.
G. _____	: Rs.
TOTAL	: Rs.

5. The following are enclosed –

- a) Attendance sheet of the trainee teacher duly certified by the Industry Guide with stamp of the attended company and counter signed by Director / Principal of the Institute.
- b) Final report duly signed by the Industry guide and counter signed by Director/Principal of the institute.

6. It is certified that -

a) An amount of Rs.----- is incurred under incidental expenses towards PCI sponsored CBIT program in respect of -

Name of Trainee : _____

b) The grant has been utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions as laid down by the Pharmacy Council of India, New Delhi.

c) The grant has not been utilized any other purpose.

d) If any excess payment is noticed as a result of check or audit objection at a later stage, we have no objection for refund, adjust or regularization of the objected amount.

7. I undertake that institution has kept a record of bills and other expenses documents for 2 years and will produce the same to PCI / Government Auditors in case they raise a demand.

Name of the Head of the Institution : _____

Signature : _____

Institution seal : _____

Name of Finance Officer/ Accounts Officer/ Registrar : _____

Signature : _____

Institution seal : _____

Name, Address and Signature of the Practicing Chartered Accountants With Seal & Membership No.

Name : _____

Address : _____

Signature : _____

Membership No. :

Seal of Chartered Accountant

Annexure-IV

Statement of Actual Expenditure and Utilization Certificate For Government Institutes / Government Funded Institutes (To be sent for settlement of grant advance)

1. Name & Address of the Institution : _____

2. Name of Faculty Nominated : _____

3. Duration of Training (date) : From _____ To _____ No of Days _____

4. Expenditure

Head	: Expenditure
A. _____	: Rs.
B. _____	: Rs.
C. _____	: Rs.
D. _____	: Rs.
E. _____	: Rs.
F. _____	: Rs.
G. _____	: Rs.
TOTAL	: Rs.

5. The following are enclosed –

- a) Attendance sheet of the trainee teacher duly certified by the Industry Guide with stamp of the attended company and counter signed by Director / Principal of the Institute.
- b) Final report duly signed by the Industry guide and counter signed by Director/Principal of the institute.

6. It is certified that -

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b) The grant has been utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions as laid down by the Pharmacy Council of India, New Delhi.

c) The grant has not been utilized any other purpose.

d) If any excess payment is noticed as a result of check or audit objection at a later stage, we have no objection for refund, adjust or regularization of the objected amount.

7. I undertake that institution has kept a record of bills and other expenses documents for 2 years and will produce the same to PCI / Government Auditors in case they raise a demand.

Name of the Head of the Institution : _____

Signature : _____

Institution seal : _____

Name of Finance Officer/ Accounts Officer/ Registrar : _____

Signature : _____

Institution seal : _____