DIRECTORATE OF TECHNICAL EDUCATION, M.P.

4th Floor, Satpura Bhawan, Bhopal – 462004

Ph. 0755-2576751, Fax 0755-2552219, Website : **www.mptechedu.org**, E-Mail : **dtemp.bpl@mp.gov.in**

ACADMIC/ADMINISTRATIVE INSPECTION REPORT

1. Institute Details:-

Name : ....

Address: ....

Website: ....

Website last updated on: ....

Office E-mail (As registered on EMIS Portal): ....

Name of Principal: ....

Mobile no: ....Telephone no (R) .... Telephone no (R) ....

E-mail: ....

Type of campus (Temporary/Permanent): ....

Year of Establishment   : ....

Year of First Approval from AICTE   : ....

Land Area Available (in Acres)   : ....

2. Details of Existing Courses:-

S. No.	Name of the Course	Intake	Faculty			NBA Accreditation (Yes/No)
			Req. as per AICTE	Post Sanctioned	Faculty Available	

3. Details of the deficiencies mentioned in the deficiency report generated through AICTE Web-Portal at the time of submission of online application for Extension of Approval/ Letter of Approval for Year 2017-18 :-

(Enclose the deficiency report as annexure)

4. Requirements of the institute to achieve Zero Deficiency Status with present courses:

(Enclose separate annexure for detailed information)

Description	Req. as per AICTE Approval Process 2017-18 Norms	Present availability in the Institute	Deficiency	Approximate need of fund to fulfill the requirement	Facilities which may be managed by BOG/ Jan bhagidari Fund of the Institute.
Instructional Area + Administrative area + Amenities area + Circulation Area					
Books					
Journals					
Library Facilities					
Computers					
Software's					
Internet facilities					
Printers					
Laboratory Equipments					
Faculty					
Supporting staff					
Class III Clerical					
Class III Non-Clerical					
Class IV					

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5. Infrastructure required for proposed New sanctioned courses/ increase in Intake :-

Details of the proposed new sanctioned courses in year 2018-19.

(Please attach DPR for the proposed new sanctioned courses/ increase in Intake as per AICTE Norms)

Description	Req. as per AICTE Approval Process 2017-18 Norms	Present availability in the Institute	Deficiency	Approximate fund requirement to fulfill the requirement	Facilities which may be managed by BOG/Jan bhagidari Fund of the Institute.
Instructional Area + Administrative area + Amenities area + Circulation Area					
Books					
Journals					
Library Facilities					
Computers					
Softwares					
Internet facilities					
Printers					
Laboratory Equipments					
Faculty					
Supporting staff					
Class III Clerical					
Class III Non-Clerical					
Class IV					

6. General Observation regarding the Institute:

S. No.	Description	Availability	Approximate fund needed to fulfill the requirement	Facilities which may be managed by BOG/Jan bhagidari Fund of the Institute.
1	Standalone Language Laboratory			
2	Potable Water supply and outlets for drinking water at strategic locations			
3	Electric Supply			
4	Sewage Disposal System			
5	Telephone			
6	Vehicle Parking			
7	Institution web site with Mandatory Disclosure			
8	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed in the web site of the Institution			
9	Digital payment for all financial transactions as per MHRD directives			
10	Compliance of the National Academic Depository (NAD) as per MHRD directives			
11	Provision to watch MOOCS courses through Swayam			
12	Implementation of Unnat Bharat Abhiyan			
13	Display board within the premises as well as in the web site of the ·of Institution indicating the feedback facility of students and faculty available in the AICTE Web-Portal			
14	Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents.			
15	Safety provisions including fire and other calamities			
16	Implementing Food Safety and Standards Act, 2006 in the Institution.			