



भेषज विज्ञान और प्रौद्योगिकी विभाग

DEPARTMENT OF PHARMACEUTICAL SCIENCES & TECHNOLOGY

बिरला प्रौद्योगिकी संस्थान, मेसरा, राँची - ८३५२१५,

BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI - 835 215

यू.जी.सी अधिनियम, 1956 की सम विश्वविद्यालय यू/एस 3

(Deemed University u/s 3 of UGC Act, 1956)

Jan. 31, 2022

Ref: Pharm / 2021-22

The following committee has been constituted for proper functioning of the Department. Faculties are requested to review and plan the activities of their respective committees with immediate effect.

- 1. Disciplinary Co-ordination & Advisory Committee**
Dr. P.R.P. Verma, Dr. B.N. Sinha, Dr. S. Samanta,
Dr. S. Jha, and Dr. S. Ganguly, Dr. P.M. Mazumder,
Dr. K. Jayaram Kumar, Dr. Venkatesan J and
Dr. Animesh Ghosh
 - Monitoring the smooth functioning of Classes / Labs.
 - Inhouse supporting activities, All administrative matters
- 2. Website Management & Institution Documentation**
Dr. Venkatesan J. Dr. Sandeep Kr. Singh, Dr. Manik ,
Dr. M.P. Chopra, Dr. B. Sarkar, Dr. (Mrs.) Trishna Bal
and Dr. Kishanta K. Pradhan
 - Annual Report
 - Updating Departmental website
 - Institutional Documentation
- 3. Internal Training & Placement :**
Dr. Manik, Dr. B. Sarkar and Dr. Monika Dwivedi
 - For all Training & Placement activities
- 4. Departmental IQAC Committee (AICTE/PCI / NBA/NAAC)**
Dr. (Mrs.) P.M. Mazumder, Dr. K. Jayaram Kumar,
Dr. Venkatesan J. , Dr. Animesh Ghosh, Dr. Sandeep
Kr. Singh Dr. Manik, Dr. (Mrs.) Anima Pandey,
Dr. (Mrs.) Neelima Sharma, Dr. B. Sarkar, , Dr. (Mrs.)
Trishna Bal and Kishanta K. Pradhan
 - Mandatory Disclosure
 - PCI Inspection
 - NBA
- 5. Seminar / Staff / Development / Workshop**
Dr. (Mrs.) S. M. Verma, Dr. Ashok K. Patttraik
Dr. M.P. Chopra and Dr. Abhimanyu Dev
 - Invited Lectures
 - Routine Seminar by Faculties / Research Scholars / PG Students
- 6. Funded Project Documentation**
Dr.(Ms.) S. Ganguly , Dr. Animesh Ghosh and
Dr. (Mrs.) Neelima Sharma
- 7. Time Table & Class Rearrangement**
Dr. K. Jayaram Kumar, Dr. Venkatesan J.,
Dr. Sandeep kr. Singh and Dr. Abhimanyu Dev,
- 8. Minutes Writing Committee:**
Dr. Abhimanyu Dev and Dr. (Mrs.) Trishna Bal
- 9. Examination Related Activities**
Dr. (Mrs.) P.M. Mazumder, Dr. Venkatesan J. and
Dr. (Mrs.) Neelima Sharma

10. **Student Support Cell & Alumni Works Committee:**
Dr. B.N. Sinha, Dr. S. Samanta, Dr. S. Jha, Dr. Ashok. K. Pattnaik, Dr. Sandeep Kr. Singh, Dr. Manik, Dr. Abhimanyu Dev, Dr. B. Sarkar and Dr. Kishanta K. Pradhan
 - Higher studies related issues
 - GPAT / GRE / GATE / CAT/ TOEFL etc.
11. **Ph.D. related Documentation**
Dr. (Mrs.) P. M. Mazumder, Dr. Venkatesan J. Dr. Animesh Ghosh and Dr. (Mrs.) A. Pandey
 - All matters pertaining to Ph.D. Research
12. **Internal Activities Co-ordination**
Dr. Animesh Ghosh, Dr. M.P. Chopra, Dr. (Mrs.) Anima Pandey and Dr. (Mrs.) Trishna Bal
 - Internal maintenance
 - Hospitality
 - Transport
13. **UG / PG Project Co-ordination**
Dr. S. Ganguly, Dr. (Mrs.) P.M. Mazumder, Dr. Sandeep Kr. Singh, Dr. Manik, Dr. (Mrs.) Anima Pandey, Dr. (Mrs.) Neelima Sharma and Dr. A. Dev
14. **Animal House Maintenance & Related Documentation**
Dr. (Mrs.) P.M. Mazumder, Dr. A.K. Pattnaik, Dr. M.P. Chopra and Dr. (Mrs.) Neelima Sharma
15. **Stores Management & Departmental Purchase**
Dr. K. Jayaram Kumar, Dr. Venkatesan J., Dr. Animesh Ghosh, Dr. (Mrs.) Anima Pandey and Dr. K.K. Pradhan,
16. **PG / UG Semester Registration**
Dr. Sandeep Kr. Singh, Dr. Manik, Dr. A. Dev, Dr. B. Sarkar, Dr. (Mrs.) Neelima Sharma, Dr. K.K. Pradhan and respective mentors
17. **Animal Ethical Committee**
Dr. (Mrs.) P.M. Mazumder, Dr. A.K. Pattnaik, Dr. M.P. Chopra and Dr. (Mrs.) Neelima Sharma
18. **QIP Cell & Short –term Programme**
Dr. S. Samanta, Dr. K. Jayaram Kumar, Dr. Sandeep Kr. Singh and Dr. (Mrs.) Trishna Bal
19. **Departmental Library**
Dr. Sandeep Kr. Singh and Dr. (Mrs.) Trishna Bal
20. **ERP Cell Co-ordination**
Dr. Sandeep Kr. Singh, Dr. (Mrs.) Neelima Sharma and Dr. B. Sarkar
21. **CADD Lab:**
Dr. S. Samanta, Dr. S. Ganguly, Dr. Venkatesan J. and Dr. Manik
 - Hardware maintenance
 - Software Management & updation
22. **Microsoft Team:**
Dr. Sandeep Kr. Singh and Dr. Manik

23. Over all supervisors for Instruments:

Dr. P.R.P. Verma, Dr. B.N. Sinha, Dr. S. Samanta, Dr. K. Jayaram Kr.
and Dr. (Mrs.) S.M. Verma

Instrument Room I

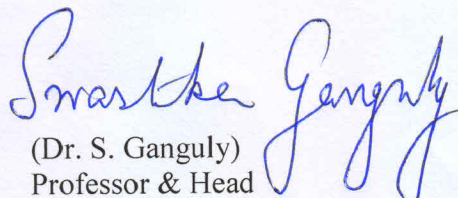
- i **HPLC:** Dr. Manik, Dr. Animesh Ghosh and Dr. K.K. Pradhan,
- ii **HPTLC :** Dr. Manik and Dr. M. P. Chopra
- iii **DSC:** Dr. (Mrs.) Trishna Bal and Dr. Sandeep Kr. Singh
- iv **FTIR:** Dr. Venkatesan J., Dr. (Mrs.) Trishna Bal and Dr. K.K. Pradhan
- v **UV Spectrophotometer:** Dr. A. Dev and Dr. B. Sarkar
- vi **Leica Microscope**
Dr. (Mrs.) Anima Pandey and Dr. (Mrs.) Neelima Sharma,
- vii **Viscometer (Malvern):**
Dr. (Mrs.) Trishna Bal, Dr. Sandeep Kr. Singh and Dr. A. Ghosh

24. Instrument Room II

- i **Texture Analyser :** Dr. Sandeep Kr. Singh, Dr. Animesh Ghosh
- ii **Lyophilizer :** Dr. Venkatesan J., Dr. Sandeep Kr. Singh and Dr. Manik
- iii **Probe Sonicator:** Dr. Sandeep Kr. Singh, Dr. Animesh Ghosh and Dr. K.K. Pradhan
- iv **Flame Photometer :** Dr. M. P. Chopra and Dr. K.K. Pradhan
- v **Ultra Centrifuge :** Dr. Sandeep Kr. Singh and Dr. B. Sarkar

25. Medicinal Plants Garden:

Dr. S. Jha, Dr. K. Jayaram Kumar and
Dr. (Mrs.) A. Pandey


(Dr. S. Ganguly)
Professor & Head

Copy to:

- 1. Registrar
- 2. PS to Vice Chancellor

31/1/22