

PSIT/PHAR/26-27/035

09.07.2026

OFFICE ORDER

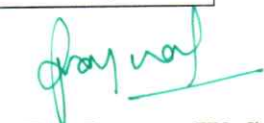
Subject: Constitution of Laboratory & Store Audit Committee for the Academic Session 2026-27

In pursuance of the guidelines issued by the Pharmacy Council of India (PCI), All India Council for Technical Education (AICTE), University Grants Commission (UGC), Dr. A.P.J. Abdul Kalam Technical University (AKTU), Lucknow, and the Institute's policies relating to laboratory management, inventory control and internal quality assurance, the following Laboratory & Store Audit Committee is hereby constituted for the Academic Session 2026-27.

The Committee shall periodically audit all Pharmacy laboratories, stores, equipment, chemicals, glassware, instruments, consumables, stock registers, dead stock registers, issue registers, log books and other laboratory records to ensure proper maintenance, accountability and compliance with statutory requirements.

Composition of the Laboratory & Store Audit Committee

Sl. #	Name	Designation
1.	Dr. Ankita Wal, Head of Department	Chairperson
2.	Dr. Ashish Srivastava - II	Professor (Convener)
3.	Dr. Pragati Kumar	Asso. Prof. (Co -Convener)
4.	Dr. Nishant Kumar	Asso. Prof. (Member)
5.	Mr. Yatendra Singh	Asst. Prof. (Member)
6.	Ms. Mayuri Gupta	Asst. Prof. (Member)
7.	Mr. Awneesh Kumar, T.A. Store In-charge (Pharmacy)	Member
8.	Mr. Prabal Partap Singh	Member
9.	Mr. Basant Kumar Pandey Dy. Registrar	Member Secretary



(Dr. Pranay Wal)
Director

DIRECTOR

PSIT-Pranveer Singh Institute of Technology (Pharmacy)
(Formerly Pranveer Singh Institute of Technology)
Kanpur-Delhi National Highway (NH-19)
Kanpur-209305 (U.P.)

Terms of Reference

The Committee shall:

- Conduct a comprehensive audit of all Pharmacy laboratories and stores at least once in each semester.
- Verify Stock Registers, Dead Stock Registers, Log Books, Issue Registers, Chemical Registers and Equipment Movement Registers.
- Physically verify laboratory equipment, instruments, chemicals, glassware and other assets against the stock records.
- Examine the utilization, maintenance, calibration and service records of laboratory equipment.
- Verify the proper storage, handling and disposal of chemicals, hazardous materials and laboratory waste in accordance with safety norms.
- Identify obsolete, damaged or unserviceable equipment and recommend condemnation, repair or replacement.
- Ensure compliance with PCI laboratory requirements, AICTE norms, AKTU guidelines and institutional laboratory procedures.
- Recommend corrective measures for improving inventory management, laboratory safety and resource utilization.
- Maintain detailed audit reports, observations, compliance reports and minutes of meetings for submission to the Director.

- The Committee shall submit its audit report along with recommendations to the Director after each audit. Necessary corrective actions shall be initiated by the concerned departments within the stipulated time.

This Order shall come into force with immediate effect and shall remain valid for the Academic Session 2026-27 or until further orders.



(Dr. Pranay Wal)
Director

DIRECTOR

PSIT-Pranveer Singh Institute of Technology (Pharmacy)
(Formerly Pranveer Singh Institute of Technology)
Kanpur-Delhi National Highway (NH-19)
Kanpur-209305 (U.P.)

Copy for information to:

- All Concerned
- Intranet