



## **Criterion IV**

# **Infrastructure and Learning Resources**

### **(2024-2025)**

#### **4.1 Physical facilities**

**4.1.1 - List of available teaching-learning facilities such as classrooms, laboratories, ICT enabled facilities including teleconference facilities.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR PUNE - 411052  
LIST OF TEACHING - LEARNING FACILITIES**

<b>Sr. No.</b>	<b>Teaching Block</b>	<b>Area in square feet</b>
<b>1.</b>	<b>Lecture Hall</b>	<b>10000</b>
<b>2.</b>	<b>Laboratories</b>	
<b>a.</b>	Nursing Foundation Lab.	1800
<b>b.</b>	Advanced Nursing Skill Lab.	1800
<b>c.</b>	Community Health Nursing (CHN) Lab.	900
<b>d.</b>	Nutrition Lab.	900
<b>e.</b>	Obstetrics and Gynecology Lab.	900
<b>f.</b>	Child Health Nursing Lab.	900
<b>g.</b>	Pre-clinical Science lab. (Biochemistry, Microbiology, Anatomy and Physiology lab.)	900
<b>h.</b>	Computer Lab.	2000
<b>3.</b>	Multipurpose Hall	2500
<b>4.</b>	Common room	1100
<b>5.</b>	Staff room/Faculty room	3300
<b>6.</b>	Administrative office	1400
<b>7.</b>	Principal room	500
<b>8.</b>	Vice-principal room	200
<b>9.</b>	Library	2500
<b>10.</b>	A.V. Aids room	600
<b>11.</b>	Provision for toilets	1138
<b>12.</b>	Conference room	600
<b>13.</b>	Reading room	1000



  
**PRINCIPAL**  
 MKSS's Smt. Bakul Tambat  
 Institute of Nursing Education  
 Karvenagar, Pune-411052.

**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education, Karvenagar.**  
**Class Room Facilities 2024-25**

Sr.No.	Dead stock Name	Ground floor class room	Ground floor class room	1 <sup>st</sup> floor class room	1 <sup>st</sup> floor class room	2 <sup>nd</sup> floor class room	3 <sup>rd</sup> floor class room	2 <sup>nd</sup> floor class room	1 <sup>st</sup> floor class room	Total
		1 <sup>st</sup> PBBSC	2 <sup>nd</sup> PBBSC	1 <sup>st</sup> B.Sc. (Sem. I & II)	2 <sup>nd</sup> B.Sc. (Sem. III & IV)	3 <sup>rd</sup> B.Sc. (Sem. V & VI)	4 <sup>th</sup> B.Sc. (Sem. VII & VII)	1 <sup>st</sup> M.Sc.	2 <sup>nd</sup> M.Sc.	
1	Office table	1	1	1	1	1	1	1	1	08
2	Office chairs	1	1	1	1	1	1	1	1	08
3	Steel cupboards (full)	1	1	1	2	--	--	1	--	06
4	Computer tables	1	1	1	1	1	1	1	1	08
5	Computers( CPU)	1	1	1	1	1	1	1	1	08
6	Notice board	1	1	1	1	1	1	1	1	08
7	Fans	4	4	6	6	4	6	2	3	35
8	Tube lights	9	9	13	14	9	9	5	6	74
9	CCTV cameras	1	1	1	1	1	1	1	1	08
10	Wooden table	1	1	1	1	1	1	1	1	08
11	Clocks	1	1	1	1	1	1	1	1	08
13	Student desk	20	20	25	25	25	30	10	10	165
14	LCDs	1	1	1	1	1	1	1	1	08
15	Chalk boards	1	1	1	1	1	1	1	1	08
16	Sound system	1	1	1	1	1	1	1	1	08



  
**PRINCIPAL**  
 MKSS'S's Smt. Bakul Tambat  
 Institute of Nursing Education  
 Karvenagar, Pune-411062.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

**NURSING FOUNDATION  
LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S SMT BAKUL  
TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGER, PUNE 411052**

**SOP FOR NURSING FOUNDATION LABORATORY**

1. The concerned faculty or inventory monitor has to write in the utility register whenever they are lab for demonstration procedure or practice purposes.
2. Issue the items in the presence of the concerned lab in charge.
3. All the articles should be replaced & arranged properly after doing the procedure.
4. No one is allowed to sit on the bed in the foundation laboratory.
5. Any loss or breakage of any articles, the mannequin should be reported to the demonstration in charge or class coordinator immediately by the concerned person.
6. In-charge faculty should check the inventory regularly. Inventory monitors should check the inventory regularly.
7. Written application should be submitted to the concerned inventory Incharge before taking the articles from another department.
8. The faculty and students will be responsible for the demonstration room's neatness after the demonstration.
9. After the demonstration, the room keys should be replaced in the office immediately.
10. Close the windows, switch off the lights and fans before locking the foundation laboratory.
11. Responsible, conduct yourself at all times in the laboratory. Don't talk aloud or crack jokes in the lab.
12. Students should dress properly before entering the lab. Long hair (chin-length or longer) must be tied back.
13. Do not wander around the room, distract other students, startle other students or interfere with the laboratory experiment of others.
14. Maintain the cleanliness.
15. Before starting laboratory work, follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask your teacher before proceeding with the activity.

16. Students are not allowed to work laboratory alone or without the presence of the teacher.
17. Follow biomedical waste management.
18. Do not use Betadine, lubrication, or any other solutions or ink on or near any manikin.
19. No needles or sharps to leave the lab at any time under any circumstances. If a needle stick or other injury occurs, please notify to concerned faculty member immediately.
20. Report all accidents, injuries, and breakage of glass or equipment to the instructor immediately.
21. Keep pathways clear by placing extra items (books, bags, etc) on the shelves or under the work tables. If under the table, make sure that these items cannot be stepped on.
22. Do not taste or smell chemicals.
23. Unauthorised experiments or procedures must not be attempted.
24. Keep solids out of the sink.
25. Leave your work station clean and in good order before leaving the laboratory.
26. Do not lean, hang over or sit on the laboratory tables.
27. Do not leave your assigned laboratory station without permission from the teacher.
28. Learn the location of the fire extinguisher, eye wash station, first aid kit and safety shower.
29. Follow all instructions given by the faculty.
30. Learn how to transport all materials and equipment safely.
31. No eating or drinking in the lab at any time.
32. The Foundation laboratory is under CCTV surveillance.



**Sign of lab Incharge**



sign of principal  
PRINCIPAL

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411002.

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune – 411052.**

**Foundation Laboratory Committee Members 2024-2025**

Sr. No.	Name	Designation
1	Dr. Meena Ganapathy	Principal/Chairperson
2	Mrs. Nupoor Bhambid	Professor/Foundation Laboratory In-Charge
3	Mrs. Aaditi Shirke	Clinical Instructor/Assistant Laboratory In-Charge
4	Ms. Ashwini Patil	Clinical Instructor/Assistant Laboratory In-Charge
5	Mrs. Rau Sangave	Clinical Instructor/4 <sup>th</sup> year B.Sc.(N) Class Co-ordinator
6	Mrs. Dipali Awate	Clinical Instructor/2 <sup>nd</sup> year Bsc SEM- III & IV Class(N) Co-ordinator
7	Ms. Ashwini Lande	Clinical Instructor/1 <sup>st</sup> year B.Sc. SEM- I & II (N) Class Co-ordinator
8	Mrs. Ashwini Bhosale	Clinical Instructor/1 <sup>st</sup> year GNM Class Co-ordinator
9	Mrs. Avantika Anturkar	Clinical Instructor/3 <sup>rd</sup> year GNM Class Co-ordinator
10	Mrs. Shital Chirke	Clinical Instructor/ANM Class Co-ordinator
11	Mrs. Padma Gaikwad	Laboratory Cleaning
12	Ms. Shubhangi Kadam	Student representative/ Final year B.Sc. (N)
13	Ms. Ankita Kirpe	Student representative/second year B.Sc. (N)

  
Sign of Lab In-charge

  
Sign of Principal  
PRINCIPAL  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune - 411052

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S**  
**SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION**  
**KARVENAGAR PUNE- 411052**  
**FON Lab Instrument List 2024-25**

Sr. No	Items	Quantity
<b>A.</b>	<b>Manikin/Simulator and Equipments</b>	
<b>a.</b>	<b>Mannequin Simulator for demonstrating nursing procedure</b>	
1	IV arm (trainer)	01
2	Bowel care trainer	01
3	Bed sore dressing	01
4	IM Injection trainer	01
5	German manikin (old)	01
6	Simple Susie Nursing care training manikin	01
7	Simon Nursing care training manikin	01
8	Multifunctional Nursing simulator	03
<b>b.</b>	<b>Furniture</b>	
1	Patients cots-Adult	10
2	Bed side locker	08
3	Stool/Chair	16
4	Dressing trolley	01
5	Wheel Chair	01
<b>c.</b>	<b>Trays with cover (stainless steel)</b>	
1	-24" x16"	06
2	-14"x 10"	79
3	-11"x 9"	28
4	-8"x 5"	10
<b>d.</b>	<b>Enamel Articles</b>	
1	Feeding cup	03
2	Bowl	12
3	Trays :	
	20"X 14"	06
	13" X 11"	15
	11" X 9"	04
<b>e.</b>	<b>Bowls (stainless steel)</b>	
1	10" diameter	18
2	6" diameter	95
3	2-4" diameter	81
<b>f.</b>	<b>Enema Can (enamel/plastic or stainless steel)</b>	

	½ lt.& 1 lt.capacity	06
<b>h.</b>	<b>Kidney trays of assorted sizes (stainless steel)</b>	
1	Large	05
2	Medium	69
3	Small	43
<b>i.</b>	<b>Kidney trays of assorted sizes ( Plastic)</b>	
1	Large	41
2	Medium	38
3	Small	22
<b>j.</b>	<b>Basins (stainless steel)</b>	
1	Big size	08
2	Medium size	23
3	Basin (Plastic)	93
4	Feeding cups	03
5	Sputum mugs	06
6	Bed pans	04
7	Urinals-Male	05
8	Steel glass	07
<b>k.</b>	<b>Funnel</b>	
1	4" diameter	03
2	2" diameter	04
<b>l.</b>	<b>Jars with covers</b>	
1	12" x 4"	06
2	6" x 4"	06
<b>m.</b>	<b>Dressing Drums</b>	
1	8" x 4"	10
2	12" x 9"	10
3	Tub for sitz bath	05
4	Mugs	14
5	Gallipots	10
6	Pint measure	06
<b>B.</b>	<b>Instruments</b>	
1	Chittle forceps	29
2	Sponge holding forceps	10
<b>a.</b>	<b>Artery clamps</b>	
1	Straight 6"	48
2	Curved 6"	21
<b>b.</b>	<b>Dissecting forceps</b>	
1	Toothed	31
2	Non- toothed	87
3	Tuning fork	21
4	Hammer	14
<b>c.</b>	<b>Scissors</b>	
1	Surgical 8"	03
2	Bandage	00

3	Mayo's cutting	03
4	Alice forceps	09
5	Tongue depressor	06
6	Airway (Adult)	04
7	Laryngoscope with 3 blades – small & big	00
8	Infusion set	05
9	Tracheotomy set with various sizes of tracheal tubes	01
10	Tuning fork	17
11	Oxygen cylinder with stand	01
12	Oxygen mask	04
13	Nasal prongs, venture mask	01
14	Digital thermometer	15
15	Glucometer kit	02
16	Nebulizer machine with nebulizer mask	06
<b>d.</b>	<b>Sphygmomanometer</b>	
1	Regular	10
2	electronic	01
3	Catheters – Urinary, Foley's, Nasal, Plain & Rectal	17
<b>C.</b>	<b>Glass wear</b>	
<b>a.</b>	<b>Glass connections</b>	
1	Different Types e.g. Y.T.L.	02
2	Conical flasks	01
3	Ounce glass	09
4	Asepto Syringe	03
<b>b.</b>	<b>Thermometers</b>	
1	Axillary	14
2	Digital	09
3	Rectal	09
4	Lactometer	01
5	Test tubes	10
6	Bottles-500 ml. capacity for lotions and mixtures	13
<b>D.</b>	<b>Syringes and Needles</b>	
1	Syringes	
	2 ml.	30
	5 ml.	30
	10 ml.	20
	20 ml.	05
	50 ml	05
2	Tuberculin syringe	03
3	Insulin syringe with needle	13
4	Needles-All sizes	105
5	IV Cannulas of different types and sizes-adult	11
<b>E.</b>	<b>Suture Materials</b>	
<b>a.</b>	<b>Needle holder</b>	
1	6"	08

2	7"	05
<b>b.</b>	<b>Suture cutting scissor</b>	
1	Straight	06
2	curved	03
<b>c.</b>	<b>Suture thread</b>	
1	Silk	01
<b>F.</b>	<b>Rubber Materials</b>	
1	Mattress	10
3	Bed sheets	10
4	Draw sheets	10
5	pillows	08
6	Large	08
7	Sand bags with covers	03
8	Hot water bag cover	02
9	Ice cap covers	02
10	Screen/bedside curtains	02
11	Makintosh	121
12	Medicine box	02
<b>G.</b>	<b>Miscellaneous Items</b>	
1	Mortar and pestil	02
2	Nelson's inhaler	05
3	Wooden blocks	01
4	Spirit lamp	02
5	Test tube stand	05
6	Test tube holder	11
7	Torch	07
8	Nail brush	05
9	Nail Cutter	05
10	Splints of different sizes	02
11	Adhesive tapes	10
12	I.V.Stand	04
13	Tape measure	05
14	Comb	15
15	Stethoscope	20
16	Soap and soap dish	19
17	Dust bins	01
18	Plastic Bowl	06
<b>H.</b>	<b>Charts</b>	01
1	The Skin	01
2	Common Cardiac Disorder	01
3	Skin Cancer	01
4	Female Urinary Incontinence	01
5	The Blood	01
6	The stomach	01
7	Diseases of the System	01

9	Drug Dependence	01
8	Gastro esophageal Reflux Disease	01
10	Small White Board	01
11	Inventory cupboard	06



Sign of Lab Incharge



Sign of Principal

**PRINCIPAL**

Maharshi Karve Street Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

**ADVANCED NURSING  
SKILL LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S SMT BAKUL  
TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGER, PUNE 411052**

**SOP FOR NURSING ADVANCED LABORATORY**

1. The concerned faculty or inventory monitor has to write in the utility register whenever they are lab for demonstration procedure or practice purposes.
2. Issue the items in the presence of the concerned lab in charge.
3. All the articles should be replaced & arranged properly after doing the procedure.
4. No one is allowed to sit on the bed in the advanced laboratory.
5. Any loss or breakage of any articles, the mannequin should be reported to the demonstration in charge or class coordinator immediately by the concerned person.
6. In-charge faculty should check the inventory regularly. Inventory monitors should check the inventory regularly.
7. Written application should be submitted to the concerned inventory Incharge before taking the articles from another department.
8. The faculty and students will be responsible for the demonstration room's neatness after the demonstration.
9. After the demonstration, the room keys should be replaced in the office immediately.
10. Close the windows, switch off the lights and fans before locking the advanced laboratory.
11. Responsible, conduct yourself at all times in the laboratory. Don't talk aloud or crack jokes in the lab.
12. Students should dress properly before entering the lab. Long hair (chin-length or longer) must be tied back.
13. Do not wander around the room, distract other students, startle other students or interfere with the laboratory experiment of others.
14. Maintain the cleanliness.
15. Before starting laboratory work, follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask your teacher before proceeding with the activity.

16. Students are not allowed to work laboratory alone or without the presence of the teacher.
17. Follow biomedical waste management.
18. Do not use Betadine, lubrication, or any other solutions or ink on or near any manikin.
19. No needles or sharps to leave the lab at any time under any circumstances. If a needle stick or other injury occurs, please notify to concerned faculty member immediately.
20. Report all accidents, injuries, and breakage of glass or equipment to the instructor immediately.
21. Keep pathways clear by placing extra items (books, bags, etc) on the shelves or under the work tables. If under the table, make sure that these items cannot be stepped on.
22. Do not taste or smell chemicals.
23. Unauthorised experiments or procedures must not be attempted.
24. Keep solids out of the sink.
25. Leave your work station clean and in good order before leaving the laboratory.
26. Do not lean, hang over or sit on the laboratory tables.
27. Do not leave your assigned laboratory station without permission from the teacher.
28. Learn the location of the fire extinguisher, eye wash station, first aid kit and safety shower.
29. Follow all instructions given by the faculty.
30. Learn how to transport all materials and equipment safely.
31. No eating or drinking in the lab at any time.
32. The Advanced laboratory is under CCTV surveillance.



**Sign of lab Incharge**



**sign of principal  
PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education**  
**Karvenagar, Pune – 411052.**  
**Advanced Nursing Laboratory Committee Members 2024-2025**

Sr. No.	Name	Designation
1	Dr. Meena Ganapathy	Principal/Chairperson
2	Mrs. Nupoor Bhambid	Professor /Advanced Laboratory In-charge
3	Ms. Amruta Phale	Clinical Instructor/ Assistant Laboratory in-charge
4	Ms. Priyanka Kore	Clinical Instructor/ Assistant Laboratory in-charge
5	Ms. Amruta Phale	Clinical Instructor /2 <sup>nd</sup> year GNM Class coordinator
6	Mrs. Dipali Awate	Clinical Instructor /SEM III B.SC. (N)
7	Mrs. Samina Mulani	Clinical Instructor /SEM IV B.SC. (N) Class coordinator
8	Mrs. Ashwini Sutar	Clinical Instructor /1 <sup>st</sup> year PB.BSC (N) Class coordinator
9	Ms.L. Bijayalakshmi Devi	Professor/ 1 <sup>st</sup> year MSC (N) Class coordinator
10	Mrs. Nupoor Bhambid	Professor/ 2 <sup>nd</sup> year MSC (N) Class coordinator
11	Ms. Manisha Ghatul	Lab Assistant
12	Ms. Aditi Dixit	Student representative/ III semester B.SC. (N)
13	Ms. Sneha Bandal	Student representative/ IV semester B.SC. (N)
14	Ms. Sumitra Lokhande	Student representative/1 <sup>st</sup> year MSC(N)

  
Sign of Lab In-charge

  
Sign of Principal  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune - 411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR PUNE- 411052**

**Advance Lab Inventory List 2024 -25**

Sr. No	Items	Quantity
<b>A.</b>	<b>Manikin/Simulator and Equipments</b>	
<b>a.</b>	<b>Mannequin Simulator for demonstrating nursing procedure</b>	
<b>1</b>	<b>Advance Trauma Simulator</b>	<b>01</b>
	Burn on the face in I,II,III degree	01
	Torn wound in front	01
	Wound in jaw	02
	Open clavicular fracture and bruise wound on the chest	01
	Wound in abdomen with small intestine out	01
	Open fracture of right shoulder bone	01
	Open fracture of right hand (torn wound of soft tissue, fracture and bony exposing)	01
	Bullet wound of right plam	01
	Open fracture of right femoral bone	01
	Compound fracture of left femoral bone	01
	Metal stab wound in right thigh	01
	Open tebial fracture left claf	01
	Open fracture of right foot and wound of little toe truncation	01
	Burns in left forearm I,II,III degree	01
	Left thigh truncation wound	01
	Closed tebial fracture of left calf and the bruise on the ankle bone of foot	01
<b>2</b>	<b>Nursing manikin male/Female</b>	<b>03</b>
	Full body manikin	01
	Replacement deltoid injection pad	02
	Replacement forearm injection pad	02
	Replacement dorsum manus injection pad	02
	Replacement musculus glutes maximus injection pad	02
	Replacement musculus vatus lateralis injection pad	02
	Interchangeable female genital organs burette	04
	Stomach tube	01
<b>3</b>	<b>Suturing kit</b>	<b>01</b>
	Abdominal area	01
	Chest area	02
	Suturing block	02
<b>4</b>	<b>Simpad plus (Annie)</b>	<b>01</b>
	Simpad	01
	Headphone	01
	Link box	01
	Charger	01
	Adapter	01
	Cord	01
	Earphone	01

<b>5</b>	<b>Little family (QCPR) 2 sets</b>	<b>02</b>
	Neonate manikin	02
	Toddler manikin	02
	Adult manikin	02
	Carry case	03
	Textile mat	06
	Neonate face	02
	Adult face	04
	Junior face	04
	Lungs inflator	02
<b>6</b>	<b>Intubation kit</b>	<b>01</b>
	Green brief case	01
	ET tube No.6.5	01
	Electronic tracheal intubation simulator	01
	Manikin half	01
<b>7</b>	<b>Half QCPR manikin</b>	<b>04</b>
	Textile bag	04
	Airbag	04
	Lung inflator	04
<b>8</b>	<b>Blue briefcase</b>	
	Mouth pieces	05
	Neck color (support)	02
	Tool kit	01
	Urinary catheterization kit	01
<b>9</b>	<b>FULL CPR dummy</b>	<b>01</b>
<b>b.</b>	<b>Furniture</b>	
<b>1</b>	<b>Patients cots-Adult</b>	<b>07</b>
<b>2</b>	<b>Bed side locker</b>	<b>07</b>
<b>3</b>	<b>Stool/Chair</b>	<b>10</b>
<b>4</b>	<b>Dressing trolley</b>	<b>03</b>
<b>c.</b>	<b>Trays with cover (stainless steel)</b>	
<b>1</b>	<b>-24" x16"</b>	<b>02</b>
<b>2</b>	<b>-19"x 13"</b>	<b>16</b>
<b>3</b>	<b>-16"x 13"</b>	<b>04</b>
<b>4</b>	<b>-16"x 11"</b>	<b>10</b>
<b>5</b>	<b>-14"x 10"</b>	<b>08</b>
<b>6</b>	<b>-11"x 9"</b>	<b>24</b>
<b>7</b>	<b>-8"x 5"</b>	<b>17</b>
<b>d.</b>	<b>Deep tray with lids</b>	<b>35</b>
<b>e.</b>	<b>Bowls (stainless steel)</b>	
<b>1</b>	<b>10" diameter</b>	<b>03</b>
<b>2</b>	<b>6" diameter</b>	<b>70</b>
<b>3</b>	<b>2-4" diameter</b>	<b>02</b>
<b>f.</b>	<b>Enema Can (enamel/plastic or stainless steel)</b>	
	<b>½ lt.&amp; 1 lt.capacity</b>	<b>01</b>
<b>g.</b>	<b>Kidney trays of assorted sizes (stainless steel)</b>	
<b>1</b>	<b>Large</b>	<b>08</b>
<b>2</b>	<b>Medium</b>	<b>08</b>

3	Small	08
<b>h.</b>	<b>Kidney trays of assorted sizes ( Plastic)</b>	
	Medium	17
	Small	25
<b>i.</b>	<b>Basins plastic</b>	
1	Big size	02
2	Medium size	05
3	Small size	04
4	Sputum mugs	01
<b>j.</b>	<b>Jars with covers</b>	
1	12" x 4"	04
2	6" x 4"	11
<b>k.</b>	<b>Dressing Drums</b>	
1	8" x 4"	06
2	12" x 9"	07
<b>B.</b>	<b>Instruments</b>	
1	Chittle forceps	17
2	Sponge holding forceps	06
<b>a.</b>	<b>Artery clamps</b>	
1	Straight 6"	18
2	Curved 6"	13
<b>b.</b>	<b>Dissecting forceps</b>	
1	Toothed	20
2	Non- toothed	26
3	Tuning fork	07
4	Hammer	09
<b>c.</b>	<b>Scissors</b>	
1	Surgical 8"	06
2	Alice forceps	04
3	Tongue depressor	04
4	Tracheotomy set with various sizes of tracheal tubes	02
6	Oxygen mask	02
7	Glucometer kit	01
8	Nebulizer machine with nebulizer mask	01
<b>d.</b>	<b>Sphygmomanometer</b>	
1	Digital	01
2	Regular	01
3	Catheters – Urinary, Foley's, Nasal, Plain & Rectal	02
<b>C.</b>	<b>Glass wear</b>	
1	Big	06
2	Small	11
<b>a.</b>	<b>Thermometers</b>	
1	Clinical	01
2	Digital	02
3	Bottles-500 ml. capacity for lotions and mixtures	12
<b>b.</b>	<b>Syringes and Needles</b>	
1	Syringes	
	2 ml.	07

	5 ml.	10
	10 ml.	03
	20 ml.	01
	50 ml	01
2	Tuberculin syringe	01
3	Insulin syringe with needle	03
4	Needles-All sizes	01
5	IV Cannulas of different types and sizes-adult	03
<b>E.</b>	<b>Suture Materials</b>	
<b>a.</b>	<b>Needle holder</b>	
1	6"	09
2	7"	05
<b>b.</b>	<b>Suture cutting scissor</b>	
1	Straight	02
2	curved	01
<b>c.</b>	<b>Suture thread</b>	
1	Silk	01
<b>F.</b>	<b>Miscellaneous Items</b>	
1	Mortar and pestil	00
2	Torch	03
3	Tape measure	04
4	Stethoscope	04
5	Makintosh	60
<b>G.</b>	<b>Charts</b>	01
1	Deep vein thrombosis	01
2	Basic life support	01
3	Alzheimer's disease	01
4	Classification and appearance of burns	01
5	First aid for burns	01
6	The brain	01
7	Understanding hypertension	01
8	Whiplash injuries of the head and neck	01
9	Colon cancer	01
10	Understanding stroke	01
<b>H.</b>	<b>Miscellaneous</b>	
	Cardiac table	4
	Ventilation machine	01
	Cardiac monitor	01
	ECG machine	01
	EEG machine	01
	Suction bottle	01
	O2 flow meter	01
	Green screen	01
	Linen cupboard	02
	Inventory cupboard	03
	Notice board	01
	IV stand	03
	Defibrillation	01

Green board	01
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Sign of Lab Incharge

Sign of Principal

**PRINCIPAL**

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

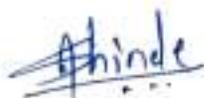
**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

**COMMUNITY HEALTH  
NURSING LAB.**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune-52**

**SOP For Community Health Nursing Laboratory**

1. Keep community lab clean and tidy.
2. Before taking key of CHN lab strictly inform the CHN lab in charge and make entry in the notebook.
3. Written application should give to the lab in charge before taking any articles from CHN lab. (Mentioning the details of date, time, list of articles and class issued for.)
4. All items should be taken only during college hours, in presence of CHN lab in charge or class co coordinator (in absence of CHN lab incharge).
5. In case of any breakage or loss of articles should be reported to lab incharge and same items must be replaced within 15 days.
6. While replacing articles of CHN lab it should be clean and all articles should be counted properly.
7. While replacing articles signature should be taken from lab in charge.
8. CHN inventory monitor should check articles regularly in presence of community lab in charge.
9. Switch of the lights close the windows and fan before locking the CHN lab.
10. After using the lab key should be replaced to office immediately.
11. Be aware you are under CCTV surveillance.



Sign of Lab Incharge

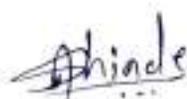


Sign of Principal  
PRINCIPAL

Maharshi Karve Stree Shikshan Samstha  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune-411052  
Community Health Nursing Laboratory  
Committee Members 2024-2025**

Sr. No.	Representation	Name	Post
1	Chairperson	Dr. Meena Ganapathy	Principal
2	Head of Community Department	Mrs. Smita Limshion	Lecturer
3	Community Health Nursing Laboratory Incharge	Mrs. Ashwini Shinde	Clinical Instructor
4	Assistant of Community Health Laboratory	Mrs. Renuka Nagwanshi	Clinical Instructor
5	Head of Community Laboratory Indent	Mrs. Nupoor Bhambid	Lecturer
6	4 <sup>th</sup> year B.Bsc. Class Coordinator	Mrs. Rati Sangave	Clinical instructor
7	2 <sup>nd</sup> year B.Bsc. Class Coordinator	Ms. Smita Lisham	Lecturer
8	1 <sup>st</sup> year GNM Class Coordinator	Mrs. Ujwala Jadhav	Lecturer
9	3 <sup>rd</sup> year GNM Class Coordinator	Mrs. Avantika Anturkar	Lecturer
10	ANM Class Coordinator	Mrs. Shital Chirke	Clinical Instructor
11	Laboratory Cleaning	Mrs. Ganesh Limhan	Peon
12	Student representative	Ms. Kardile Nikita	B.Sc.(N) student
13	Student representative	Ms. Shubhada Nevase	B.Sc.(N) student



Sign of Lab Incharge

  
Sign of Principal  
PRINCIPAL

Maharshi Karve Stree Shikshan Samstha'  
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Karvenagar, Pune-411052

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR PUNE- 411052**

**CHN Lab**

**Instrument list 2024-25**

Sr. No	Items	Quantity
<b>A.</b>	<b>Community Health Nursing</b>	
1	Electric induction stove	00
2	Eligible couple and child register	01
3	Diary	01
4	Bed	01
5	Tables ( one for four students)	00
6	Chairs	06
7	Sterilizer	01
8	Infant weighing scale	00
9	Salter scale	14
10	Spring balance	00
11	Weighting machine	02
12	Sphygmomanometers-regular & electronic	07
13	Stethoscopes	07
14	Dari/mats for health education purpose	01
15	Vaccine Carrier	01
<b>B.</b>	<b>Community bag</b>	
1	The bag should have separate compartments for clean articles, hand washing kit and urine testing kit. It should contain the following articles:	46
2	Assessment articles:	
3	Thermometer	05
4	Tape measure	30
5	Fetoscope	12
6	Glucometer	02
7	Haemoglobinometer	05
8	Torch	10
9	Hammer	14
10	Tuning fork	09
11	Hand washing articles:	
12	Soap dish with soap	24
13	Hand towel	17
14	Nail brush	21
15	Urine testing kit:	02
16	Test tubes	32
17	Test tube holder	30
18	Spirit lamp	14
19	Dropper	24

20	Glass syringe	20
21	Dressing kit:	
22	Deep tray with lid	13
23	Antiseptic in a bottle	05
24	Artery forceps	18
25	Dissecting forceps non-toothed	09
26	Dissecting forceps toothed	09
27	Small bowls	20
28	Small kidney tray	26
29	Suture cutting scissors/dressing scissors	04
30	Empty solution bottle	12
<b>C.</b>	<b>Chart</b>	
1	Breast Feeding	01
2	Environmental pollution	01
3	Vitamins: sources & deficiency	01
4	Tuberculosis	01
5	Diarrhea	01
6	Prevention of Disease	01
7	Diabetes	01
8	Hyper Tension	01
<b>D.</b>	<b>Disposable Articles</b>	
	Copper -T	02
	Bandage	03
	Cotton bundle	01
	Match box	01
	Gloves box	01
<b>E.</b>	<b>Solution</b>	
	Normal saline	01
	Savlon	01
	Nitric acid	00
	Benedict solution	00
	Hydrogen peroxide	01
	Betadine solution	01
	Acetic acid	01
	KMNO <sub>4</sub>	01

*(S) Nagrecha*

Sign of Lab Incharge

*J. Meera*

Sign of Principal

PRINCIPAL  
 Shri Karve Sree Shikshan Samstha's  
 Gmt. Bakul Tambat Institute of  
 Nursing Education  
 Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

# **NUTRITION LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE 52.**

**SOP FOR NUTRITION LABORATORY**

**AIM**

To acquire knowledge of nutrition for maintenance of optimum health at different stages of life and its application for practice of nutrition.

**OBJECTIVE**

1. To prepare different type of normal and therapeutic diet according to principles of food preparation.
2. To use variety of cooking techniques in the preparation of meal.
3. To prepare food under safe and proper sanitary conditions.
4. To use nutrition knowledge to prepare meal according to individual needs.
5. To work individually and in group in a well-organized and cooperative manner.
6. To calculate and analyse nutritional supply of different food preparations.

## RULES AND REGULATION OF NUTRITION LAB

1. Before entering in the nutritional lab everyone have to remove the shoes outside.
2. clean, dry and replace the articles after the procedure.
3. Before taking cupboard key of nutrition lab strictly inform to nutritional lab incharge and make entry in the notebook.
4. Any articles and utensils taken from the nutrition lab, a written application should be handed over to the nutrition lab incharge.
5. In case of any damage or loss of articles and utensils, it should be reported to the lab incharge and fine should be paid by respective class or students.
6. While replacing the nutrition articles and utensils, it should be clean and all the articles should be counted properly and sign should take from the nutrition lab incharge.
7. Follow biomedical waste management.
8. Ensure knob of cylinder and gas stove if off when leave the lab
9. Ensure the electric appliances are switched off when leave the lab.



Sign of Lab Incharge



Sign of Principal

**PRINCIPAL**

Charshi Karve Stree Shikshan Samstha  
mt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411002.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S SMT BAKUL  
TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE 411052  
Nutrition Lab Committee Members 2024-2025**

<b>Sr. No.</b>	<b>Representation</b>	<b>Name</b>	<b>Post</b>
1	Chairperson	Dr. Meena Ganapathy	Principal
2	Nutrition Lab Incharge	Mrs.Shital Chirke	Clinical Instructor
3	Assistant Lab Incharge	Ms. Himani Khandale	Clinical Instructor
4	1 <sup>st</sup> year P.B.B.sc. Class coordinator	Mrs.Ashwini Sutar	Lecturer
5	1 <sup>st</sup> year B.B.sc. Class coordinator	Ms. Ashwini Lande	Clinical Instructor
6	1 <sup>st</sup> year GNM Class coordinator	Mrs. Ashwini Bhosale	Clinical Instructor
7	ANM Class coordinator	Mrs. Shital Patil/Chirke	Clinical Instructor
8	Nutrition Lab Cleaning	Mr. Anil Gaware	Peon
9	Students representative (B.Sc. Nsg.)	Ms.Megha Rathod	Student
10	Students' representative (P.B.Bsc Nsg.)	Ms.Pratiksha Shendkar	Student



Sign of Lab Incharge



Sign of Principal

**PRINCIPAL**

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

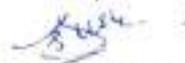
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**SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION**  
**KARVENAGAR PUNE- 411052**

**Nutrition Lab Inventory List 2024-25**

<b>Sr. No.</b>	<b>Items</b>	<b>Quantity</b>
1.	Gas stoves with cylinders/pipeline tubing	3
2.	Gas lighters	3
3.	Pressure cookers of different sizes-1 & 2 kg	00
	5 Lit, 3 Lit	2
	Idli cooker	2
4.	Steel cooking vessels- big ,medium & small	29
5.	Cutlery set	05
6.	Ladles (wooden spoons/spatulas)	08
7.	Juice squeezer	01
8.	Water reservoir	00
9.	Saucepan with handle-medium and small sizes	01
10.	<b>Spoons</b>	
	Serving spoons	06
	Tea spoons	10
	Table spoons	10
	Dessert spoons	06
	Soup spoons	06
	Rice serving spoons	06
11.	Bowls (wati)	41
12.	Soup bowls	16
13.	Forks	05
14.	Sieve	01
15.	Tongs	01
16.	Knives	12
17.	Peeler	01
18.	Vegetable cutters	02
19.	Vegetable cutting plate	03
20.	Water filter/aqua guard	03
21.	Flask	00
22.	Frying pans	05
23.	Tava	01
24.	Pan	03
25.	Nonstick pan	01
26.	Vessel holders (chimta)	01
27.	Mixer with accessories	02
28.	Glasses for drinking water(steel)	14
29.	Glasses for drinking water(glass)	12

30.	Kitchen weighing scale	02
31.	Chapatti making plate& rolling pin	03
32.	Measuring scoops	01
33.	Napkins	12
34.	Glass bowls	16
35.	Tea strainer	01
36.	Egg beater	01
37.	Toaster	00
38.	Microwave with appropriate cooking vessels	01
37.	Dinner set (12 persons)	1 set
38.	Tea set (12 persons)	06
39	Masala Dabba with bowl	02
40	Small bowl	41
41	Oil kettle	01
42	Mixer vessel	05
43	Dabba	29
44	Steel Cup	08
45	Plates ( Big)	52
46	Plates ( Small)	32
47	Platter ( Parat)	04
48	Chapati Tiffin	01
49	Grater	01
50	Mesh Skimmer (Zara)	01
51	Smasher	01
52	Dal smasher	01
53	Chakali maker with mould plates	01
54	Water pot	02
55	Drinking vessels	10
56	Jug	05
57	Tea pot	01
58	Puran Grinder	02
59	Refrigerator with stand	01
60	Cylinder Trolley	02
61	Weighing Machine	02
62	Weight measure	05
63	Water cooler	01
64	Stove	01
65	Rack	04
66	Lemon juicer	01
67	Vessel stand	07
68	Samai	01
69	Cupboard	03
70	Dining Table	01
71	chairs	10
72	Wooden sit	04
73	Kitchen apron	11
74	Glass barni	04
75	Plastic container	30

76	Tea pot	04
77	Ice cream cup	04
78	plates	08
79	Kitchen wiper	02
80	Vegetables and fruits	22
	<b>Charts</b>	
1	Balance diet	01
2	Nutrients	01
3	Vitamins: sources & deficiency	01
4	Recommended dietary allowance	01
5	Nutrition recipes pamphlet chart	01
6	dash diet chart	01
7	Diabetic diet chart	01
8	Weighing diet chart	01
9	Calories chart	01

  
**Sign of Lab Incharge**

  
**Sign of Principal**  
**PRINCIPAL**  
 Maharshi Karve Stree Shikshan Samstha's  
 Smt. Bakul Tambat Institute of  
 Nursing Education  
 Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

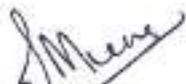
**OBSTETRICS AND  
GYNECOLOGY LAB.**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education,  
Karvenagar, Pune-52**

**SOP For Maternal and Child Health Laboratory**

1. Keep M.C.H. lab clean and tidy.
2. Before taking door key of M.C.H. lab, strictly inform to M.C.H. lab Incharge and make entry in the notebook.
3. Any articles taken from the M.C.H. lab, a written application should be handed over to the lab incharge mentioning the details of date, time and class issued for.
4. In case of any breakage or loss of articles should be reported to the lab Incharge and same item must be replaced before 15 days.
5. While replacing articles of M.C.H. lab it should be clean, and all the articles should be counted properly, and signature should take from lab Incharge.
6. All items should be taken only during college hours in presence of M.C.H. lab Incharge (Pelvis & Skull)
7. Switch off the lights, close the windows and fan before locking M.C.H. lab.
8. After using the lab key should be replaced to office immediately.
9. Be aware you are under CCTV surveillance.

  
**Sign of Lab Incharge**

  
**Sign of Principal**

PRINCIPAL

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.



**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of Nursing Education**  
**Karvenagar, Pune - 411052**

**List of Maternal health nursing lab committee members**  
**2024-2025**

<b>Sr. No.</b>	<b>Name of the Members</b>	<b>Representation</b>	<b>Post</b>
1.	Dr. Meena Ganapathy	Principal/Chairperson	Principal cum Professor MKSSS, BTINE, Karvenagar, Pune
2.	Mrs. Ujwala Jadhav	HOD Of Lab	Assistant. Professor
3.	Mrs. Ashwini Sutar	Head Incharge	Lecturer
4.	Mrs. Avantika Anturkar	Assistant Incharge	Clinical Instructor
5.	Ms. Rau Sangave	Assistant Incharge	Clinical Instructor
6.	Mrs. Namrata Boramanikar	Purchase staff	Junior clerk
7.	Mr. Ganesh Limhan	Lab cleaning	Peon
8.	Ms. Akshada Gujar	Student representative	3 <sup>rd</sup> Year GNM Nursing
9.	Ms. Anjali Tambure	Student representative	VII Semester B.Sc. Nursing
10.	Ms. Ankita Korpe	Student representative	VII Semester B.Sc. Nursing

  
Sign of MCH Lab Incharge.

  
Sign of Principal

**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR PUNE- 411052**

**MATERNAL AND CHILD HEALTH NURSING**

**INVENTORY LIST 2024-25**

<b>Sr. No</b>	<b>Items</b>	<b>Quantity</b>
<b>A.</b>	<b>Steel Articles</b>	
<b>a.</b>	<b>Trays with Lead</b>	
1	XL	7
2	15" X 12"	11
3	12" x 10"	20
4	12" x 08"	11
5	08"x06"	5
6	05"x04"	2
<b>b.</b>	<b>Trays Without lid</b>	
1	Big	3
2	Medium	4
3	Small	6
4	Very Small	1
<b>d.</b>	<b>Injection deep trays with lead</b>	36
<b>e.</b>	<b>Only lid of Injection deep trays</b>	32
<b>f.</b>	<b>Autoclave drums</b>	
1	Big	9
2	Medium	1
3	Small	4
<b>g.</b>	<b>Gallipots</b>	
1	Big	12
2	Medium	18
3	Small	37
<b>h.</b>	<b>Kidney Tray</b>	
1	Big	16
2	Small	19
<b>I.</b>	<b>Nail Cutter</b>	1
<b>J.</b>	<b>Enamel Bed pan</b>	19
<b>k.</b>	<b>Steel Jar</b>	
<b>B.</b>	<b>Instruments</b>	
1	Sim's Speculum	1
2	Cuscoss's Speculum	3
3	Sim's anterior vaginal wall	0
4	Vulsellum forcep	2
5	Uterine sound	3
6	Blunt & sharp curette	3
7	Right angle retractor	1

8	Cat paw retractor	4
9	Green armytage forcep	2
10	Ovum forcep	0
11	Doyen's retractor	1
12	Simpson's perforator	1
13	Sponge holding forcep	9
14	<b>Hegar's dilator</b>	
	1 Box	9
15	Alley's forcep	5
16	Magels forcep	1
17	Needle holder	7
18	Tenaculum forcep	2
19	Long delivery forcep	2
20	Short delivery forcep	2
21	Towel clip	2
22	BP handle	5
23	<b>Scissors</b>	
	Straight	13
	Curved	4
24	Episiotomy scissors	2
25	Cord cutting scissors	6
26	MTP syringe	1
27	Band applicator	1
28	Cheatle forcep	9
29	Straight artery forcep	29
30	Curved artery forcep	20
31	Plain dissecting forcep	2
32	Tooth dissecting forcep	19
33	Tunning fork	5
34	Hammer	8
35	Tongue depressor	1
<b>C.</b>	<b>Plastic Articles</b>	
<b>a.</b>	<b>Basin</b>	
1	Big	2
2	Medium	6
3	Small	9
<b>b.</b>	<b>Kidney basin</b>	
1	Big	16
2	Small	9
3	Enema can with tubing	3
4	Cord clamp	
	Blue	3
5	Measuring tape	11
6	Makintosh	7
7	Bucket	1
8	Mug	4
9	Jug	2
10	Measuring Mug	1

		2
11	Soap Dish	
<b>D.</b>	<b>Glass Wear</b>	
<b>a.</b>	<b>Glass bottle</b>	1
1	Big	8
2	Small	
<b>c.</b>	<b>Thermometer</b>	2
1	Clinical	6
2	Rectal	2
3	Digital	
<b>E.</b>	<b>Pelvis and skull</b>	5
1	Skull	4
2	Pelvis without skull	2
3	Pelvis with skull	
<b>F.</b>	<b>Manikins</b>	
1	Labour process (Mechanism)	1
2	Newborn baby	1
3	Advanced full functional Neonatal Nursing and CPR Manikin	1
4	Neonatal CPR Manikin	1
<b>G.</b>	<b>Models</b>	
1	Uterus & fallopian tube	1
2	Uterus in section sperm and ovum in process of fertilization	1
3	Growing fetus	8
4	Spermatogenesis	1
5	Oogenesis	1
<b>6</b>	<b>Gynecological Training Model</b>	
	Adult female torso	2
	Normal Uterus	2
	Hysteromyoma	2
	Uterus with right salpingitis	2
	Uterus with left salpingitis	2
	Uterus with anteflexion and anteversion	2
	Uterus with right salpingitis and abnormality	2
	Uterus with left ovary cyst	2
	Ringent uterus for contraceptive sponge insertion and removal	2
	Cervix with erosion	2
	Cervix with laceration	2
	Cervix with polpus	2
	Cervix with Naboth's cyst	2
	Cervix with purulent verivicitis	2
	Cervix with cancer	2
7	Self brest examination	1
8	Copper-T insertion	1
9	Half antenatal mother	1
10	Full antenatal mother	1
11	Maternal surface of placenta	1
<b>H.</b>	<b>Specimens</b>	
1	Ovarian cyst	1
2	Uterus with cervix	1

3	Uterus with left & right Ovarian cyst	1
4	Uterus	1
5	<b>Fetus</b>	
	20th weeks	1
	4th month	1
6	Uterus with cervix and both ovaries	2
1	Mechanism Doll	10
2	Stethoscope	1
3	B.P. Apparatus with charger	1
4	Fetoscope	2
5	Weighing machine	1
6	Nipple Shield	3
7	Ice Pack	
8	Gloves box	5
	Clean	8
	Sterile	5
9	Cotton Bundle	15
10	IV Bottles	2
11	AHD Bottles	2
12	Sterilium	1
13	Colour Slide Box	5
14	Test tube stand	
<b>I.</b>	<b>Charts</b>	
1	Adverse drug effects drug toxicity pregnancy & lactation	1
2	Critical stages of fetal development	1
3	Human reproductive system	1
4	Pregnancy	1
5	Child birth	1
<b>J.</b>	<b>Miscellaneous</b>	
1	Stool	01
2	Dressing Trolley	01
3	Bed	02
4	Table	01
5	Gloves box	01

*Y. Jadhav*

Sign of Lab Incharge

*M. Meena*

Sign of Principal  
**PRINCIPAL**

Maharshi Karve Stree Shikshan Samstha's  
Smt. Baku Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

**CHILD HEALTH  
NURSING LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHAS  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR, PUNE-411052.**

**SOP FOR CHILD HEALTH NURSING LAB**

**1. Lab Utilization Protocol for Students and Staffs:**

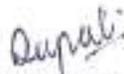
- Maintain the cleanliness during and after procedure demonstration.
- Handle the instruments carefully, in case of damage it must be replaced within a week.
- Record the purpose of lab utilization with date, time, batch, name of the teacher and name of the procedure in the lab utilization register.
- Replace the clean articles after the procedure.
- Proper disposal of waste to be done.
- Equipment and models should not be taken out from the laboratories without permission.
- Student will use the lab only for intended purpose.
- Ensure the electric appliances are switched off and the lab should be locked when not in use.

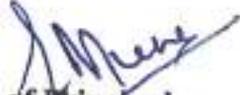
**2. Issuing of Articles and Equipment's:**

- Permission should be obtained from lab in-charge and to be signed in issue register with proper date and name of things that issued from lab.
- Equipment's should be returned in presence of lab in-charge.
- Articles to be issued and returned in between lab time.
- Report any damage or problems with the equipment when you return it.

**3. Stock (Inventory, Updates, Repair and Condemnation)**

- Monthly inventory of lab items and equipment's.
- Once in 6-month inspection by HOD.
- Update the lab with new inventory / instruments.
- Maintain lab utility register, inventory register and stock register.
- In case of damage of any stock send to repair/condemnation and record in register.

  
Sign of Lab Incharge

  
Sign of Principal  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samsthas  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of Nursing Education  
Karvenagar, Pune – 411052.  
Child Health Nursing Laboratory Committee Members 2024-2025**

Sr. No.	Name	Designation
1	Dr. Meena Ganapathy	Principal/Chairperson
2	Mrs. Deepali Shinde	Asst. Professor /CHN Laboratory In-charge
3	Ms. Dhanashri Patil	Clinical Instructor/ Assistant Laboratory in-charge
4	Ms. Pratiksha Sonawane	Clinical Instructor/ Assistant Laboratory in-charge
5	Ms. Amruta Phale	Clinical Instructor /2 <sup>nd</sup> year GNM Class coordinator
6	Mrs. Mangal Temgire	Lecturer / SEM V B.SC. (N) Class coordinator
7	Ms. Smita Lisham	Asst. Professor /SEM VI B.SC. (N) Class coordinator
8	Mrs. Ashwini Sutar	Clinical Instructor /1 <sup>st</sup> year PB.BSC (N) Class coordinator
9	Ms. Manisha Ghatul	Lab Assistant
10	Ms. Gayatri Pratapure	Student representative/2 <sup>nd</sup> year GNM
11	Ms. Ketakee Sarolkar	Student representative/ V semester B.SC. (N)
12	Ms. Rutuja Gite	Student representative/ VI semester B.SC. (N)
13	Ms. Pratiksha Shendkar	Student representative/ 1 <sup>st</sup> year PB.BSC (N)

**Sign of Lab In-charge**



*(Signature)*  
**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR PUNE- 411052**

**Pediatric Lab Inventory List 2024-2025**

Sr. No	Items	Quantity
<b>A.</b>	<b>Manikin/Simulator and Equipments</b>	
<b>a.</b>	<b>Mannequin Simulator for demonstrating nursing procedure</b>	
<b>I</b>	<b>Advanced full functional five year old child nursing &amp; CPR manikin</b>	<b>01</b>
	Adapter	01
	Charger	01
	Injection sites: Arm	02
	Injection sites: Leg	02
	Hand skin	01
	Bones	02
	Disposable Syringe:50CC	01
	Disposable Syringe:5CC	01
	IV SET	01
	IV stand	01
	Tubing with locks	01
	Single use surgical drape	01
	Adhesive tape	01
	Bone wax	01
	Scalp vein/ Butterfly catheter	01
	ET Tube (no.5)	01
	Suction set	01
	RT Tube	01
<b>II</b>	<b>Child IV Training Arm (A)</b>	<b>01</b>
	Green brief case	01
	Right hand arm	01
	Disposable Syringe:50CC	01
	Disposable Syringe:5CC	01
	IV SET	01
	IV stand	01
	Injection sites: Arm	01
	Arm skin	01
	Scalp vein	01
	Tubing with locks	01
	Single use surgical drape	01
	Simulative blood bottles	01
<b>III</b>	<b>Child IV Training Arm (B)</b>	<b>01</b>
	Green brief case	01

	Right hand arm	01
	Disposable Syringe:50CC	01
	Disposable Syringe:5CC	01
	IV SET	01
	IV stand	01
	Injection sites: Arm	01
	Arm skin	01
	Scalp vein	01
	Tubing with locks	01
	Single use surgical drape	01
	Simulative blood bottles	01
<b>IV</b>	<b>Child IV Training Arm (C)</b>	<b>01</b>
	Green brief case	01
	Right hand arm	01
	Disposable Syringe:50CC	01
	Disposable Syringe:5CC	01
	IV SET	01
	IV stand	01
	Injection sites: Arm	01
	Arm skin	01
	Scalp vein	01
	Tubing with locks	01
	Single use surgical drape	01
	Simulative blood bottles	01
<b>b.</b>	<b>Furniture</b>	
	Patient bed	01
	Bed side locker	01
<b>c.</b>	<b>Tray (stainless steel)</b>	
	Big	02
	Medium	02
	Small	02
<b>d.</b>	<b>Deep tray with lead</b>	<b>06</b>
<b>e.</b>	<b>Bowls (stainless steel)</b>	<b>2</b>
	2-4 diameter	0
	6 diameters	
<b>f.</b>	<b>Kidney trays</b>	
	Large	02
	Medium	02
	Small	02
<b>g.</b>	<b>Sphygmomanometer pediatric with all size</b>	
	Infant BP cuff	01
	Schooler BP cuff	01

	Adolescent BP cuff	01
<b>B.</b>	<b>Syringe and needles</b>	
	LP Needle	01
	Liver biopsy needle	01
	IV cannulas of different types & Size	03
<b>C.</b>	<b>Instruments/Articles</b>	
	Laryngoscope with three blades	01
	Hammer	02
	Tuning fork	02
	Stethoscope	04
	Thermometer	02
	SPO2 Probe	01
<b>D.</b>	<b>Machineries</b>	
	Nebulizer set	01
	Infant weighing scale	01
	Infantometer	01
<b>E.</b>	<b>Rubber &amp; Plastic Articles</b>	
	AMBU bag	01
	Ryles tube all size	02
	Foleys catheter	03
	Urine bag	03
	O2 Mask	01
	Suction Catheter	03
	Pediatric drip set	02
	OGT/Feeding tube	02
<b>F.</b>	<b>Toyes</b>	
	Rattles	01
	Cubes	01
	Bulding blocks	10
	Ball	01
	Feeding bottle	01
	Motor toys	01
	Towel	01
	Dipper	01
	Clothes pair	01
	Skipping rope	00
<b>G.</b>	<b>Miscellaneous</b>	
	Torch	01
	Measuring tape	01
	Notice board	02
	Mortal & piston	01
	Spoon	01

	Shakir tape	01
	Gloves box	01
	Inventory cupboard	01

*Bakul*

Sign of Lab Incharge

*Mune*

Sign of Principal  
**PRINCIPAL**

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

# **PRE-CLINICAL SCIENCE LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S**  
**SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,**  
**KARVENAGAR, PUNE 52.**

**SOP FOR PRE-CLINICAL LABORATORY**

**General Laboratory Rules**

These rules aim to provide a general understanding of laboratory safety. The rules will familiarize students to work safely in a laboratory environment and as a preventive measure for accidents or incidents.

**Students need to be acquainted with the rules before embarking on any laboratory procedures. Rules must be strictly adhered to in the laboratory areas.**

1. No food or drinks allowed.
2. Keep laboratory area clean, neat, and uncluttered.
3. Turn off lights & fans after use.
4. Ensuring anatomical parts are placed correctly back into model.
5. Concern teacher should brief students on laboratory safety general regulations during the first laboratory lesson in the year; Ensure students have clearly read and understood the laboratory safety regulations and signed on the relevant indemnity forms.
6. Prior taking of any item from anatomy lab, a written application should be handed over to the lab incharge mentioning the details of date, time and class issued for.
7. Any item taken from anatomy laboratory should be handle properly and replaced before or on the last day.
8. In case of any breakage or loss of item that should be reported to lab incharge and same item must be replaced before 15 days, or amount equivalent to the cost & postage or handling charges should be paid to the collage.
9. If changes found in fluid color of specimen jars, it should be immediately changed with Formalin & water 1:10
10. Anatomy lab articles if not replaced on last date, Rs10 should be fined per day.
11. Key should be kept in office and will be issued by office staff after permission of lab incharge.
12. Give explicit instructions, highlighting certain safety precautions to be exercised by students where appropriate, before students begin their laboratory work
13. Record and report all incidents/accidents that occur in the laboratory.

### **Skeletal Models**

Skeletal models are hung from a moveable base of wheels. Each model has its own considerable weight and is unstable, thus there is a tendency to topple over if moved too forcefully.

1. Care must be taken when transporting the skeletal models around the room.
2. Permission has to be granted if a model has to be taken outside the Anatomy Laboratory.

### **Labelling of cupboards**

All cupboards, with glass doors or metal doors or other types are labelled to assist in identification of its contents.

*Nudus*

**Lab Incharge**

*Mens*

**Sign of Principal  
PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S SMT BAKUL  
TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE 411052  
Pre-clinical Lab Committee Members 2024-2025**

Sr. No.	Representation	Name	Post
1	Chairperson	Dr. Meena Ganapathy	Principal
2	Anatomy Lab Incharge	Ms. Nutan Waghela	Clinical Instructor
3	Assistant Lab Incharge	Ms. Ashwini Lande	Clinical Instructor
4	3 <sup>rd</sup> year B.B.sc. Class coordinator	Mrs. Mangal Temgire	Clinical Instructor
5	1 <sup>st</sup> year B.B.sc. Class coordinator	Ms. Ashwini Lande	Clinical Instructor
6	1 <sup>st</sup> year GNM Class coordinator	Mrs. Ashwini Bhosale	Clinical Instructor
7	ANM Class coordinator	Mrs. Shital Patil	Clinical Instructor
8	Anatomy Lab Cleaning	Mrs. Padma Gaikwad	Peon
9	Students representative	Ms. Renuka Pingale	Student
10	Students representative	Ms. Riya Goriwale	Student

*Nutan*

**Sign of Lab Incharge**



*Meena*

**Sign of Principal  
PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR PUNE- 411052**

**Pre –Clinical Lab Instrument List 2024-25**

Sr. No.	Items	Quantity
<b>A.</b>	<b>Realia, specimens and Equipments</b>	
1	Adult human articulated skeleton with hanging facility in a glass cupboard with locking facility	1
2	Full set of dis-articulated adult human skeleton	2
3	Half set of dis-articulated adult human skeleton	1
4	Open racks for displaying the specimen	9
5	Anatomy dissection kit	0
6	Microscope-monocular, binocular	2
7	Prepared educational slides (histo-pathology)	2
	<b>Speciman Jar</b>	
1	Stomach	1
2	Small intestine	1
3	Liver	2
4	Lungs	2
5	Large Intestine	1
6	Brain	2
7	Kidney	2
8	Gall Bladder	2
9	Spleen	1
10	Sagital section of brain	1
11	Excision of Metacarcinoma of Lt. toe	1
12	Loop of intestine	1
13	Omentum	1
14	Modofied Radical Mastectomy	1
15	Resected gangreneous bowel	1
16	Excised digital segment of hirschrungs disease	1
17	Excised Myoma	1
18	Lt. Hydeocel sac	1
19	Tonsils	1
20	L.N.Sub mandibular biopsy	1
21	Inflamed Appendix	1
22	Pleural Biopsy	1
23	Biopsy of testies	1

24	Ulnar Nerve	1
25	Cervical polyp	1
26	Calcifies aortic valve	1
27	Rt. Eye ball and optic nerve	1
28	Media stinal major	1
29	Rt. Submandibulectomy	1
30	Total laryngectomy with lymph node	1
31	Uterus with cervix	1
32	Rt. Alveolus growth with hemimandibulectomy	1
33	Epidermoid cyst	1
34	Jejunal segment	1
35	Hemithyroidectomy	1
36	Lypoma on neck	1
37	Amputated penis	1
38	Rt. Eye ball enaculation	1
39	Ethmoid polyps	1
40	TURP chips	1
41	Rt. Testies	1
42	Pilonial sinus	1
43	Rt. Parital Nephro Uretero Resectomy	1
44	Polypidal tissue from nose	1
45	Appendix	1
46	Endometrial Polyp	1
47	Lymph node	1
48	Sebaceous cyst	1
49	Extra durals D-10 D-12 tumor	1
50	Popliteal fossa	1
51	Vessels and nerves of forearm	1
52	Cubital fossa	1
53	Deep dissection of cubital fossa	1
54	Sciatic nerve in popliteal fossa	1
55	Specimen Glass Bottle (Empty )	27
56	Specimen Glass Bottle ( Lids)	17
<b>B.</b>	<b>Models</b>	
1	Full size human body showing all muscles and arteries	2
2	<b>Human Torso</b>	
	Male	1
	Female	1
3	Skin cross section	1
4	Heart and large blood vessels	2
5	Heart with detachable parts on a stand	0
6	Eye with detachable parts on a stand	2
7	Ear with different sections	2
8	Human brain with spinal cord	0
9	Lungs and Trachea	1

10	Larynx	0
11	Human Liver	1
12	Human Heart	2
13	Human Eye	2
14	Human Ear	2
15	Human Kidney with adrenal gland	1
16	Human excretory system	1
17	Human brain	1
18	Human Nose	1
19	Torso (Human Size )	1
20	Human Torso (small size)	1
21	Lung	1
22	Synovial Joint	1
23	Male genital organ	1
24	<b>Digestive System</b>	
	Stomach	1
	Small intestine	1
	Large intestine	1
	Hepatobiliary system	0
25	<b>Female Reproductive System</b>	
	Uterus on stand	1
	Ovaries	1
	Macroscopic structure	0
	Microscopic structure	0
26	Male reproductive system	1
27	<b>Urinary system ( Kidney)</b>	
	Macroscopic structure	1
	Microscopic structure	1
28	<b>Joints and ligaments</b>	
	Wrist & ankle	1
	Elbow & knee	1
	Shoulder & Hip	2
29	Teeth	1
<b>C.</b>	<b>Working Models</b>	
1	Heart	2
2	Lungs	1
3	Kidney	1
4	joints	1
<b>D.</b>	<b>Charts</b>	
1	Skeleton system	1
2	Muscular system showing different muscles of the body	1
3	Joints and ligaments	0
4	Nervous system	1
	Brain	1

	Spinal cord	1
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5	Cardio-vascular system	1
6	Respiratory system	1
7	Lungs	0
8	Trachea	0
9	Larynx	1
10	Digestive system	1
11	Oral cavity	0
12	Teeth	1
13	Stomach, pancreas and spleen	0
14	Small intestine	0
15	Large intestine	0
16	Liver and gall bladder	0
17	Kidney-Macroscopic structure	0
18	skin	2
19	Eye	2
20	Ear	2
21	Female reproductive system	1
22	Menstrual cycle	0
23	Male reproductive system	1
24	Endocrine glands	1
25	The world best Anatomical Charts	1
26	The Muscular system	1
27	The Skeletal system	1
28	The Nervous system	1
29	The lymphatic system	1
30	The digestive system	1
31	The Respiratory system	1
32	The Urinary system	1
33	The Female Reproductive system	1
34	The Male Reproductive system	1
35	The Endocrine system	1
36	The Vascular system & viscera	1
37	The Heart	1
38	The Brain	1
39	The Vertebral column	1
40	The Human skull	1
41	The Eye - Ant. Post chambers	1
42	The Eye - orgasm of hearing & balance	1
43	Ear Nose & Throat	1
44	The Human Hair	1
45	Shoulder and Elbow	1
46	Hand and Wrist	1
47	Hip And Knee	1
48	Foot and Ankle	1
49	The Teeth	1
50	Pharynx & Larynx	1
51	Cardio - vascular disease	1
52	Whiplash injuries of the head and neck	1

53	The Human spine disorder	1
54	Disease of digestive system	1
55	Understanding hypertension	1
56	Understanding strok	1
57	Understanding middle ear infection	1
58	Understanding of the common cold	1
	<b>White Charts</b>	
1	Human Respiratory chart	1
2	Human Nervous system	1
3	Skin in section	1
4	Human heart	1
5	Human Endocrine system	1
6	Human Excretory system	1
7	Human circulatory system	1
8	Human Skeleton joints & limbs	1
9	Human skeleton	1
10	Skeleton calendar	1
	<b>Black Rexine Charts</b>	
1	Human Muscular system	1
2	Human Endocrine system	1
3	Human digestive system	1
4	Human spinal cord	1
5	Arterial system	1
6	Venous system	1
7	Human Male reproductive system	1
8	Human Spinal cord	1
9	Pregnancy and birth	1
	<b>Charts on First Aid</b>	
	First Aid for burns	0
	Cardiac pulmonary resuscitation-Adult	0
	First Aid Charts for emergencies such as fracture, drowning, wounds, poisoning, bites	0
	Bandaging-different types	0
	<b>Bones</b>	
1	Skull	1
2	Vocal cord	3
3	Clavicla	2
4	Sternum	9
5	Ribs – Loose	2
	24 set	36
6	Scapula	3
7	Humerus	11
8	Radius	9
9	Ulna	9
10	Metacarpal	9
11	Femur	10
12	Patella	12
13	Tibia	10

14	Fibula	9
15	Metatarsal	9
16	Vertebrae – Loose	8
	24 ( set )	30
17	Sacrum	3
18	Lower jaw	5
19	Monheyskull	2
20	Pelvis	1
21	Skeletal	1
1	The Human Skeleton	1
3	The Shoulder joint model	1
4	The knee joint model	2
5	The Hip joint model	2
6	The Elbow joint	1
7	The Adult female pelvis	1
8	The female pelvis with muscle	1
9	The Foot joint with ligaments	1
	<b>Miscellaneous</b>	
1	House fly L.H.	0
2	Liver Fluke	1
3	Ancylostoma	1
4	Ascaris male	1
5	Pathological microscope	1
6	Parmanant microscopic slides – pathology	1
7	Parasitology	60
8	2x2 coloured 35mm slides for slide projector	
	a) Vitamins	10
	b) bacteria	20
9	100 cc syringe	1
10	Centrifuge Machine	1
11	Colorimeter	1
12	Laboratory sterilizer	1
13	Variable volume dispenser	2
<b>E.</b>	<b>BIOCHEMISTRY LABORATORY</b>	
1	ESR tubes	0
2	Hemocytometer ser (code : ANI – 03)	2
3	Urometer	6
4	Haemometer	10
5	Blood Suger tube	10
6	Dropper	1 Box
7	Matchless	1
8	Microscopic cover glass	3
	<b>Solution</b>	
1	Methanol LR	1
2	Cocn. Nitric Acid	1
3	Cocn. Pieric Acid	1
4	Cocn.Sulphuric Acid	1

5	Coen.Hydrochloric acid	1
6	Liquor Ammonia	1
7	Acetic Acid	1
8	Sulphosalicylic acid	1
9	Sulphuric acid	1
10	Ammonium oxalate 5%	1
11	Sodium nitrite	1
12	Sodium carbonate 2%	1
13	Fouchet's reagent	1
14	Millon's reagent	1
15	Uric acid reagent	1
16	Vanderberg reagent	1
17	Sodium chloride acid	1
18	Starch solutions	1
19	Sodium hydroxide acid	1
20	Sulphur LR	1
21	Sodium Tungstate 6%	1
22	Saturated picric acid	1
23	Iodine solution	1
24	Lead acetate 2%	1
25	Copper sulphate 5%	1
26	Chlorophenol indicator	1
27	Alpha naphthal Alc. Solution	1
28	Trichloroacetic acid 10%	1
29	Copper sulphate 1%	1
30	Sodium Hypobromite	1
31	Acetone detector	1
32	Creatinine standered	1
33	Bilirubin standered	1
34	Urease	1

*Mudali*

Sign of Lab Incharge

*A. Meene*

Sign of Principal  
PRINCIPAL

Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE – 52**

**IT LAB.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,  
KARVENAGAR, PUNE 52.**

**SOP FOR IT COMMITTEE**

**SOP – Procedures for Maintaining and Utilizing Computer Lab and IT facilities.**

**Students and faculty need to be acquainted with the rules before embarking on any IT equipments and Computer Lab utilization.**

**Rules must be strictly adhered to in the IT and Computer Lab utilization**

**1. Lab Incharges:**

- Computer lab will have one lab assistant
- Lab hardware and software functions are strictly inspected by lab assistants before the commencement of practical classes and examinations.
- Lab incharges are responsible for assisting students with gaining access to software, exiting, printing and saving.

**2. Admission into student Computer Labs:**

- Currently enrolled students in academic programs are allowed to use the computer labs. Students who have class related assignments will be given first priority to use the computers in the labs.
- Unique Mail-ID/ login ID with the institution domain name will be given to the students on their admission.
- All others desiring the use of Computer labs should direct requests to the appropriate Lab Assistant.
- Faculty / staff will be provided access to the Computer Labs.
- Individual system number will be allocated to the students in their respective class schedule.

**3. Operating Hours:**

- Computer Labs will be open on all working days from 9am to 5pm.
- Early closing during exams or any other maintenance work will be posted in advance in the individual labs.
- Log book is maintained in each lab to record the student/ faculty entry and exit time in the lab.

#### **4. Lab Reservations:**

- Computer labs can be reserved for the orientations, workshops, and demonstrations one week in advance by the respective department based on the availability in the regular lab schedule.
- Reservation requests by persons outside the college will be considered at the discretion of the principal.

#### **5. Hardware and Software Platforms:**

- Students Computer Labs and IT Committees determine and recommend minimum hardware and software platforms needed to serve curricular needs of students.
- Efforts should be made to purchase new or upgrade existing equipment and software to state of the art models and latest versions.

#### **6. Reporting Problems:**

- Minor problems with hardware or software may reported to the Lab Assistant immediately so that they can be immediately rectified.
- Complaints Register is maintained in laboratory. The students and faculty can register system problems in the complaint register.
- Any repair beyond the scope of lab assistants, external agencies are called through the IT Department of the Institute. For any software/ hardware upgradation, the request will be sent to the IT department forwarded by the Principal.
- Computer lab are equipped with UPS inverters and air conditioners that are also subject to regular maintenance and sometimes further servicing and repairing.

#### **7. Do's and Don'ts:**

- Cell phones and other electronic devices should be turned on silent or off mode before entering a Computer Lab.
- Students are not allowed to download any software. Downloading or displaying obscene material, copyright infringements, and the transmittal of viruses will be subjected to disciplinary action.
- Printing is limited to college related works.
- Lab assistant will not repair his/her personal machines i.e. laptops.

## 8. Policy Abuse:

- Lab incharges have the authority to restrict lab access from any patron who abuses the Computer Lab procedures.

## 9. Virus Protection:

- All Student Computer Lab will provide virus protection tools, installed on the lab's machines, to ensure the integrity of patron's data and to protect the lab's computer operating environments.

## 10. Regarding Internet use:

- College internet facilities should use only for academic, curricular and official purpose.
- Transfer of any confidential information from college computer is strictly prohibited.
- Do not visit restricted sites from college computers.
- Do not use any social media platform from college computers or internet network.



Sign of IT Committee Incharge



Sign of Principal  
**PRINCIPAL**

**Maharshi Karve Stree Shikshan Samstha's  
Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR, PUNE-411052  
IT COMMITTEE 2024-25**

SR. NO.	NAME	POST
1	Dr. Meena Ganapathy	Principal/ Chairperson
2	Mrs. Nupoor Bhambid	NAAC Coordinator
3	Mrs. Shailaja M.J.Mathews	IQAC Coordinator
4	Mrs. Ujjwala Jadhav	Faculty member
5	Ms. Smita Lisham	Faculty member
6	Mrs. Rupali Dhume	Faculty member
7	Mr. Saraf Atul	Assistant A. O.
8	Mr. Baburao Udamale	Librarian
9	Mr. Ketan Mahangare	Technical assistant
10	Mr. Ajinkya Taware	Peon
11	Ms. Belpawar Dhanashri	Final Year M.Sc.(N) student
12	Ms. Padmaja Ghangaonkar	Final Year B.Sc.(N) student



**Sign of Committee Incharge**



  
PRINCIPAL  
MKSSS's Smt. Bakul Tambat  
Institute of Nursing Education  
Karvenagar, Pune-411 052.

**Sign of Principal**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION KARVENAGAR,  
PUNE - 411052**

**LIST OF EQUIPMENTS AND ASSETS (2024-25)**

SR.NO.	LIST OF EQUIPMENTS	QUANTITY
1	Desktop	63
2	Printer	20
3	Canon Lide Scanner	2
4	FujiTsu Scanner	2
5	Barcode Reader	1
6	laptop	22
7	Projectors	20
8	People Link Systems	2
9	Biometric	2
10	DVR	4
11	CCTV cameras	54
12	Desktop Speaker	10
13	Wireless Ahuja Speaker with Mike	3
14	LCD 32 inch	3
15	TV Samsung Led 53 inch	1
16	Yamaha Music System	1
17	EPBX	1
18	External HDD	3
19	Smart Board	1

Sign of Incharge

Sign of Principal  
PRINCIPAL

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Smt. Bakul Tambat Institute of  
Nursing Education  
Karvenagar, Pune-411052.