

**Institute of Para Veterinary Sciences,
Lala Lajpat Rai University of Veterinary and Animal
Sciences, Hisar-125 004 (Haryana)**

Subject: Norms, Procedure and Guidelines for affiliation of institutions offering /desirous of starting Veterinary and Livestock Development (VLD) Diploma course in the State of Haryana, with effect from academic session 2015-16.

1) Institutions offering VLD diploma (VLDD) course, in the state of Haryana, shall follow the procedures and guidelines laid down by the Institute of Para Veterinary Sciences (IPVS), Lala Lajpat Rai University of Veterinary and Animal Sciences (LUVAS), Hisar (Haryana) in order to maintain uniformity and to ensure high quality of training.

2) An institution desirous of starting the diploma course shall have to first obtain "No Objection Certificate" (NOC) from the Govt. of Haryana, Animal Husbandry & Dairying department. ***The NOC is only an in principle permission of the state government to approach LUVAS for affiliation and does not confer any legal right on any institution to be affiliated to the University unless it is found to be fulfilling all the eligibility conditions prescribed for such affiliation.***

3) After obtaining the NOC, the institution shall have to apply to the Director, IPVS, LUVAS within 120 days of obtaining the NOC for pre-affiliation inspection of the institution which is intended to evaluate infrastructural, technical, clinical, academic and financial

capability of the institution seeking affiliation in keeping with the requirements prescribed. **The applicant institution shall not start any academic activity including advertisement for admission under any circumstances before getting the affiliation from LUVAS.** The institution shall be required to deposit along with the application, initial affiliation fee of Rs.2,50,000/- (Rupees two lac fifty thousand only) and an inspection fee of Rs.50,000/- (Rupees fifty thousand only) in the form of Demand Draft in favour of Director IPVS, payable at Hisar.

4) The pre-affiliation inspection has to be necessarily carried out before 31st March provided the application alongwith required fee has been deposited latest by 28th February of the current year. *2nd Inspection may, if required, be done before the start of academic session. The affiliation will be subject to recommendations by the Inspection Committee to be constituted by Director, IPVS, LUVAS in consultation with the Dean, COVS, with the approval of Vice-Chancellor, LUVAS. The Committee should have at least three HODs preferably from LPM/ Vety. Pharmacology/ Vety. Anatomy/ Vety. Bio-chemistry and Physiology/ Animal Nutrition. The Director, TVCC will be the Member Secretary, and the senior most member of the Committee will act as Chairman. The Committee shall submit its report to Director,*

IPVS. The Director, IPVS shall submit the report through Dean, COVS for the approval from the Vice-Chancellor, LUVAS.

5) The Inspection Committee will inspect all the documents and premises/facilities pertaining to the financial strength, infrastructural facilities, academic and technical capabilities of the institution. The institution shall, beside demonstration of adequate financial strength, furnish a bank guarantee of Rs.50,00,000/- (Rupees fifty lac) in favour of Director IPVS, within two months of start of academic session. In case the affiliated institution fails to complete the course after having started the same, the money in the form of bank guarantee shall be forfeited by the Director, IPVS.

6) The renewal of affiliation in subsequent years will be subject to the recommendations by the Inspection Committee as *prescribed in rule 4* which shall visit the institution before 30th April of that year. The institution shall have to deposit an inspection fee of Rs.50,000/- (Rupees fifty thousand only) by 28th February every year. *The institution shall not issued any advertisement for admission pertaining to concerned academic year before the renewal of registration.*

7) The academic standards with respect to quality of teaching and the minimum essential infrastructure such as laboratories, lecture halls, sports ground, computer lab, multimedia

lab, teaching animal farm and clinic etc. shall be governed by the Director,IPVS,LUVAS and for the present as given in Annexure-1

8) The intake capacity for VLD diploma course shall be a maximum of 60 students per year or as approved by the LUVAS.

9) Admission to VLD diploma course in the affiliated institutions will be on the basis of a Common Entrance Test conducted by the *Director, IPVS, LUVAS, Hisar*. Students desirous of seeking admission in an affiliated institution shall have to apply to the **Director, IPVS, LUVAS** for admission as per procedure given in the Diploma Prospectus of that particular academic year.

10) No student who has not qualified the Common Entrance Test shall be admitted to the diploma course under any category *including management quota seats*.

11) All the students admitted in the affiliated institutions shall register themselves with the College of Veterinary Sciences, LUVAS, Hisar after paying the prescribed registration fee (which will include academic examination and other annual charges, *incidental thereof*) each year as per schedule prescribed by the college.

12) The fee for students admitted to affiliated institutions shall be fixed as per procedure laid down or notified by the state of Haryana.

13) The admission process for the diploma course must be completed before 30th September of each academic year and no admission will take place after this date. The academic calendar as prescribed by the Director, IPVS, LUVAS, Hisar and instructions/clarifications on it issued by the University shall be followed by the affiliated institutions.

14) The entire process of conduct of *final/end term* examinations, evaluation and related issues for the diploma course shall be under the control and supervision of the Director IPVS, LUVAS, Hisar. ***However, the institution may conduct internal examination of its own and award internal assessment marks which shall be submitted to Director, IPVS.***

15) After successful completion of the course, the diploma certificates shall be issued to the students by the College of Veterinary Sciences, LUVAS, Hisar

16) Rules, regulations and guidelines as framed by the Board of Studies, College of Veterinary Sciences, Hisar shall also be applicable to the students of the affiliated institutions.

17) The minimum faculty strength for a diploma course for a batch of sixty students shall be one Principal and four faculty members (Vety. Surgeon/ Instructor) having same qualifications as approved in LUVAS. The Principal must be basically a Veterinarian and possess a Master degree (M.V.Sc.) in any discipline of

Veterinary Sciences with a minimum of 10 years experience in teaching, research, extension or field service. The faculty shall be appointed on a full-time basis and the upper age limit shall be **68** years.

18) The affiliated institution shall have its in-house well equipped, clinic, with adequate functional clinic manpower and having at least 30 outdoor cases per day. If the in-house clinic is not functional to the satisfaction of the University , then the affiliated institution will have to make arrangements for attachment of its students to suitable Government Veterinary Hospital(s) and get the same approved by the University provided the number of outdoor cases in such hospital(s) is/ are sufficient.

Note:

The institutes already affiliated with COVS Hisar shall stand transferred to IPVS and they would be required to obtain renewal of affiliation from IPVS w.e.f. academic session 2015-16.

Annexure-1

Requirement of land / building Infrastructure consisting of Administrative block, Academic building, Hostels, Veterinary Hospital, Livestock farm etc., shall be as per guidelines given below:

INFRASTRUCTURE:

The standards of infrastructure for the affiliating institutions running VLD diploma course are:

1. Minimum ten acres of land on long term lease or ownership in the name of institution.

2. Constructed buildings:

A. Administrative Block:

a. 300 square feet carpet area for academic head of the institution.

b. 250 square feet carpet area for the office of the supporting staff.

c. 500 square feet carpet area as a reception place.

d. 200 square feet carpet area for the store.

e. Separate toilets for staff, students and girls/ladies.

B. Academic Block including labs. and library:

a. 150 square feet carpet area for each faculty member.

b. 3000 square feet carpet area for the library.

c. 1200-1500 square feet carpet area each for two lecture halls preferably fitted with audio visual aids.

d. 1200-1500 square feet carpet area each for two laboratories.

e. 3000 square feet carpet area for multipurpose hall.

C. Veterinary Hospital :

A functional in-house/attached veterinary hospital of the level of polyclinic/district level Govt. Veterinary Hospital to be constructed on a plot of one acre having the required facilities for diagnosis and treatment of medicinal, surgical and gynaecological & obstetrical ailments in animals (Annexure 1-A). If an attached hospital of desired level is not functional, then interim permission may be given for two years, in a hospital of desired level. The In-charge hospital shall submit

the certificate certifying that the students have attended the clinic along with their attendance and the work report which may be verified by the University periodically.

D. Animal farm :

a. Four acres for animal farm including fodder and pasture facilities.

The minimum number for different livestock is as follows:

- i. Cattle = 15-20,
- ii. Buffalo = 15-20
- iii. Sheep & goat = 40-60
- iv. Poultry = 250-300

b. Priorities: To train the students with respect to management, nutrition and breeding activities.

c. Personnel: Farm manager/Farm supervisor, VLDA, Animal attendants (minimum four), sweepers (minimum two) and chowkidar.

d. Equipment: As per annexure 1-B

e. Shed/water: As per standard requirements for the specified no. of animals, there should be proper sheds and water arrangement.

f. Circulation area: Sufficient area should be provided.

E. Standard of the lab attached to the Academic block:

a. Personnel: Lab technician, Lab. attendants (minimum two).

b. Carpet area: 1200-1500 square feet carpet area each for two laboratories.

c. Equipment: As per annexure 1-C

d. Biochemical reagents & Chemicals: As per annexure 1-D

F. Hostel facilities:

a. Hostel must have facilities for 100 students on twin share basis.

b. Accommodation for warden and deputy warden along with hostel.

c. Student's mess and common room etc.

G. Play grounds & Recreational facilities:

Two acres area for play grounds and required facilities for sports.

**RATIO OF CARPETED AREA AND OPEN AND CIRCULATION AREA IN THE
CAMPUS SHOULD BE AT LEAST 1:1**

Annexure 1-A

Equipments and related material for Veterinary Hospital:

The attached teaching veterinary hospital should have all the essential facilities required for diagnosis and treatment of medicinal, surgical, gynaecological & obstetrical ailments in different animal species. The minimum equipments and other materials are suggested below:

Name	Quantity
• Cattle crush	2
• AI crate	1
• Operation table	1
• Shadow less lamp	1
• Surgical instruments : Complete Surgical set with various kinds of surgical instruments	4 sets
• Teat & udder instruments	2 sets
• Cauterisation set	1
• Autoclave	1
• Hot air oven	1
• Sterilizer unit	2
• Teeth rasp & teeth cutter	1 each
• Intravenous drip stands	2
• Gray's mouth gag	2
• Obstetrical set	2
• Whelping set	1
• Vaginal speculum	1
• A.I. guns	1 set each
• Stomach tubes	2
• Burdizzo castrator	1
• Refrigerator (double door)	1

- Monocular microscope 2
- Binocular microscope 1
- Swab holder 1
- Liquid nitrogen Cylinder (LN2 containers) 1 each
small and large
- Drenching bottles 2
- Irrigators 2
- Thermometers (simple and digital) 10 each
- Stethoscope 5
- Syringes of various volumes 1 ml to 50 ml 30 each
- Tuberculin syringes 30
- Needles 23, 22, 20, 18, 16, 15 gauges 30 each
- Catheters as per need
- Insemination catheter 2
- Ointment slabs 2
- Spatula (iron, plastic and ebonite) 2 each
- Mortar and pestle (porcelain and glass) 5 each
- Stethoscopes for demonstration 10
- Artificial Vagina 8
- Disposable and rubber gloves as per need
- Suture materials (silk and catgut) as per need
- Haemocytometer sets 2
- Haemoglobinometer sets 2
- Other accessories for blood, urine and fecal examination
- Chemicals and reagents required for preparation of lotions, tinctures, ointments etc.

Annexure 1-B

Equipments and related material for Animal and Poultry Farm:

• Shearing and Clipping equipment	1 set
• De-beaking machine	1
• Egg Candler/ Fertility tester	1
• Egg grading equipment	1
• Branding set	1
• Electric clippers	2
• Lactometer	4
• Ropes for different halters	as per need
• Bull holder	as per need
• Bull nose punch	as per need
• Trocar and canula	5 set
• Body brush	5
• Metal/plastic tags	as per need
• Tag punch	as per need
• Ear Notcher	5
• Trays	as per need
• Electric dehorner	as per need atleast one
• Saw	2
• Mouth gags	as per need
• Buckets	as per need
• Nose pipe	as per need
• Milk Strainer	as per need
• Drencher	5
• Clinical thermometer	10
• Floor brooder	as per need
• Battery brooder	as per need
• Brooder guard	as per need

- Grower battery as per need
- Layer battery as per need
- Chick feeder as per need
- Grower feeder as per need
- Layer feeder as per need
- Hanging feeder as per need
- Range feeder as per need
- Chick drinker/waterer as per need
- Grower drinker/waterer as per need
- Adult drinker/waterer as per need
- Earthen waterer as per need
- Water channel as per need
- Wing band as per need
- Leg band as per need
- Raker 2
- Grinder 1
- Mixer 1
- Automatic Vaccinator syringe 2
- Bukhari as per need

Any other material required for proper and smooth functioning of the farm.

Annexure 1-C

Equipments, Labware and other material for laboratories:

- Charts depicting animal systems: Full charts showing animal's Digestive system, Reproductive system, Respiratory system, Circulatory system, Excretory system etc.

Item	Quantity
• Bone sets for each species	1each
• Students' Microscopes	6
• Skeleton of buffalo, fowl, dog, sheep/goat	1 each
• Glassware (slides, petri-dishes, measuring cylinders, centrifuge, tubes, flasks, beakers etc.)	as per need
• Electronic weighing balance	1
• Distillation set	1
• Vernier calipers	1
• Binocular Microscope	1
• pH meter	1
• Staining Jars	15
• Haemocytometer sets	5
• Haemoglobinometer sets	5
• Centrifuge (table top type)	1
• Microhematocrit tubes	as per need
• Wintrobes sets	2
• Manometers (Mercury)	2
• Sphigmo manometers (dial type)	2
• Thermos flasks	2
• Specimen jars containing different organs of different species.	20

The list is only suggestive. Any other equipment/material required for practical training to students as per course curriculum is a must.

Annexure 1-D

Chemicals and reagents for labs:

1. Gerber acid
2. Ethyl Alcohol
3. Alizarine
4. Iodine
5. Resorcinol powder/flakes
6. Conc. HCl
7. Conc. H₂SO₄
8. Ferric chloride solution
9. Paraphenylene – diamine solution
10. Diluted HCl
11. Rosalic acid solution
12. Sodium hypo chloride solution
13. Sodium hydroxide
14. Phenol solution Trichloroacetic acid solution (TCA) – 24 % (w/v)
15. Sodium acetate
16. Acetic acid
17. Sodium carbonate (AR)
18. Sodium bicarbonate
19. Disodium p-nitro phenyl phosphate
20. Methylene blue tablet
21. Buffer solutions
22. Phenolphthalein indicator
23. Iso-amyl alcohol (specific gravity 0.814 – 0.816)
24. Standard sodium hydroxide solution
25. Salicylic acid
26. Phenyl
27. Lead acetate

28. Red Iodide of Mercury
29. Acriflavin
30. Giemsa stain
31. Leishman's stain
32. Acetone
33. Boric Acid
34. Iodine
35. Potassium Iodide
36. Zinc oxide
37. Zinc sulphate
38. Bismuth subnitrate
39. Iodoform, Sulphur
40. Liquid Paraffin
41. Magnesium sulphate
42. Copper sulphate
43. KMnO_4
44. Alcohol etc.
45. Sodium Tri. Poly Phosphate
46. Sodium Nitrate
47. Sodium Nitrite
48. pH paper strips
49. Filter paper Whatman No. – 42

Any other chemical required for the laboratory work