

सी एस आई आर पूर्व विज्ञान तथा प्रौद्योगिकी संस्थान-उत्तर-, जोरहाट, असम  
CSIR-NORTH EAST INSTITUTE OF SCIENCE AND TECHNOLOGY-JORHAT-ASSAM  
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्/ Council of Scientific & Industrial Research)

No. A-20011/826/22-Estb

दिनांक / Dated : 07.10.2024

कार्यालय ज्ञापन/OFFICE MEMORANDUM

विषय / Sub:- Grant of permission to deliver guest lecture on invitation from  
Gautam College of Pharmacy, Hamirpur (Himachal Pradesh) on 09.10.2024

Dr. Amit Kumar, Technical Assistant (ID No. 1335), Chemical Science & Technology  
Division of our institute has been granted permission to deliver guest lecture at Gautam  
College of Pharmacy, Hamirpur, Himachal Pradesh on 09.10.2024.

In this regard, leave due and admissible (CL/EL) may be kindly availed by Dr.  
Kumar for the above period through proper channel. Also, he is, hereby, requested to kindly  
adhere to the circular issued by the Competent Authority dated 08.08.2024 on the usage of  
e-office green note to be used for noting official matters and not to be used for personal  
applications, representations and job cards, etc.

This issues with the approval of the Competent Authority.

अनुभाग अधिकारी (स्था.) /SECTION OFFICER (Estt.)

Subodh Kumar  
07/10/2024

सेवा में / To : Dr. Amit Kumar, Technical Assistant  
(ID No. 1335)

Copy to:

1. HoD, CSTD
2. PS, Director
3. PA, COA
4. Office copy

7/10/24  
Byaderv.

Subodh Kumar  
07/10/2024

अनुभाग अधिकारी (स्था.) /SECTION OFFICER (Estt.)

Received  
Amit Kumar  
09/10/24



# GAUTAM COLLEGE OF PHARMACY HAMIRPUR (H.P)

(Approved by PCI - New Delhi & Himachal Government)

Affiliated to Himachal Pradesh Technical University, Hamirpur & Himachal Pradesh Technical Education Board, Dharamshala

Memo. No. GCPH/(HMR)/2024/295

Date: 09/10/2024

## TO WHOM IT MAY CONCERN

This is to certify that **Dr. Amit Kumar**, currently serving as a Technical Officer at CSIR-North East Institute of Science and Technology under the Ministry of Science & Technology, Government of India, conducted a lecture on **“Handling of Various Lab Instruments.”**

The session was held on **October 9, 2024**, at Gautam College of Pharmacy, Hamirpur, Himachal Pradesh. The lecture was aimed at both teaching and non-teaching staff, providing valuable insights and practical knowledge on the effective handling and maintenance of laboratory instruments.

Dr. Amit Kumar's expertise and engaging presentation contributed significantly to the professional development of the attendees.

Sincerely,

Prof. (Dr.) Sanjay Kumar  
Director cum Principal  
Gautam College of Pharmacy, Hamirpur (H.P.)

Ans  
9/10/24



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Affiliated to Himachal Pradesh Technical University, Hamirpur & Himachal Pradesh Technical Shiksha Board, Dharamshala

Ref. No.: NCPH/HMR/2024/283

Date: 7/10/2024

To  
The Coordinator,  
Internal Quality Assurance Cell (IQAC),  
Gautam College of Pharmacy,  
Hamirpur, H.P.

**Subject:** Permission for organizing two days workshop on "Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff".

Respected Sir,

I am writing inform you about an upcoming event and seek your kind permission to organizing two days workshop on "Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff" on 09<sup>th</sup> October 2024.

The Details of the workshop are as follows:

**Date:** 09<sup>th</sup> October 2024-10<sup>th</sup> October 2024

**Time:** 11:00-02:00pm

**Speakers:** Day 1: Dr. Amit Kumar (Technical Assistant, CSTD CSIR-NEIST, Jorhat Assam)

Day 2: Dr. Ratan Chand Sharma, Associate Professor

**Venue:** Gautam College of Pharmacy Hamirpur

The workshop aims to enhance the skills and proficiency of both the teaching and non-teaching staff in operating and maintaining laboratory equipment, ensuring safety and efficiency in practical sessions. We kindly request your approval for the above-mentioned workshop, as it will greatly benefit our staff in improving their practical handling skills, which is crucial for maintaining high educational standards in the laboratory. Looking forward to your favourable response. Thank you for your attention and support.

Your sincerely,  
Ms. Varsha Devi  
Assistant Professor  
Pharmaceutical Chemistry  
Event Coordinator

*Varsha*  
*07/10/24*

 IQAC Co-Ordinator

 Director cum Principal

*You proved this event with activity coordinator*  
*Prasad*



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Ref. No.: NCPH/HMR/2024/283

Date: 07/10/24

## Circular

**Subject: Two-Day Workshop on "Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff"**

It is hereby informed that a two-day workshop on "Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff" will be organized at Gautam College of Pharmacy, Hamirpur. The workshop aims to enhance the proficiency of our staff in operating laboratory instruments and ensuring effective lab management.

The details of the workshop are as follows:

- **Date:** 9th October 2024- 10<sup>th</sup> October 2024
- **Time:** 11:00 AM – 2:00 PM
- **Venue:** Gautam College of Pharmacy, Hamirpur
- **Speakers:** Day 1: Dr. Amit Kumar (Technical Assistant, CSTD CSIR-NEIST, Jorhat Assam)  
Day 2: Dr. Ratan Chand Sharma, Associate Professor
- **Organized by:** Gautam College of Pharmacy, Hamirpur

This workshop is mandatory for all teaching and non-teaching staff members. Your participation is essential for improving the quality of laboratory management and ensuring safe practices.

For further information, please contact the undersigned.

*Varsha*  
07/10/24  
Event Coordinator  
Ms. Varsha Devi

*Dr. Darsh*  
Organizing Secretary/IQAC Head  
Dr. Darsh Gautam

*Sanjay*  
Director Cum Principal  
Prof. (Dr.) Sanjay Kumar



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## REPORT

### Two-Day Workshop on “Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff”

**Date:** 9th October 2024 - 10th October 2024

**Time:** 11:00 AM – 2:00 PM

**Venue:** Gautam College of Pharmacy, Hamirpur

**Speaker:** **Day 1:** Dr. Amit Kumar, Technical Assistant, CSIR-North East Institute of Science and Technology, Jorhat, Assam

**Day 2:** Dr. Ratan Chand Sharma, Associate Professor

#### Introduction:

A two-day workshop on “Handling of Various Lab Instruments for the Teaching and Non-Teaching Staff” was successfully organized at Gautam College of Pharmacy, Hamirpur, on 9th October 2024. The primary objective of the workshop was to enhance the practical skills of the teaching and non-teaching staff, ensuring effective and safe usage of various laboratory instruments critical for academic and research purposes.

#### Event Details:

##### Day 1 (9th October 2024):

The workshop began at 11:00 AM with an introduction and welcome speech by [Event Coordinator's Name]. The Managing Director, Shri Jagdish Gautam, and Secretary, Dr. Rajneesh Gautam, were present to inaugurate the session.

The eminent speaker for the day, Dr. Amit Kumar, an expert in laboratory techniques and operations from CSIR-North East Institute of Science and Technology, delivered an insightful lecture on the importance of precision and safety in laboratory work.

Dr. Amit Kumar explained the functioning of various lab instruments, including spectrophotometers, chromatographs, and centrifuges, highlighting troubleshooting techniques and calibration methods. The participants were actively engaged, raising questions about daily challenges they face with these instruments. The speaker provided practical solutions and demonstrated proper handling methods.

##### Day 2 (10th October 2024):

The second day of the workshop focused on hands-on training. Dr. Ratan Chand Sharma, Associate Professor, was the guest speaker for the session. He provided in-depth guidance on



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the theoretical and practical aspects of laboratory safety, calibration, and maintenance. The teaching and non-teaching staff were divided into smaller groups to practice on the instruments under supervision.

The session concluded with a vote of thanks delivered by Ms. Varsha Devi, acknowledging the efforts of the speakers, organizing committee, and participants.

## Key Highlights:

- **Hands-on Experience:** The participants gained practical experience on operating and maintaining advanced laboratory instruments, improving their confidence in handling such equipment during teaching and research sessions.
- **Expert Guidance:** The technical sessions by Dr. Amit Kumar and Dr. Ratan Chand Sharma provided the staff with a deeper understanding of troubleshooting, calibration, and proper lab safety protocols.
- **Active Participation:** Both teaching and non-teaching staff members participated enthusiastically in the workshop, contributing to a highly interactive and productive environment.

## Glimpse of event



Image 1: Dr. Amit Kumar addressing the students and faculty members



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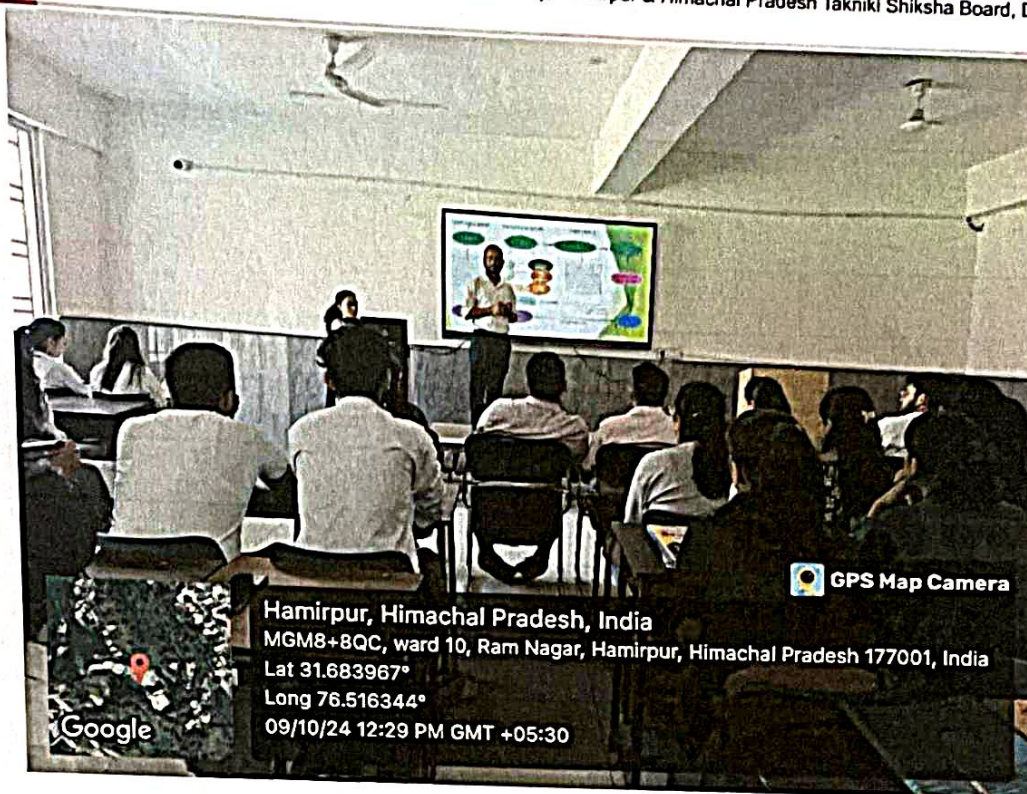


Image 2: Dr. Amit Kumar discussing questions about Current Approaches for Drug Discovery from Natural Medicines



Image 3: Dr. Sanjay Kumar, Principal, Gautam college of pharmacy and faculty members facilitating Dr. Amit Kumar.



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Image 4: Dr. Amit Kumar discussing about instruments in the labs.



Image 5: Dr. Ratan Chand Sharma discussing about instruments in the labs.



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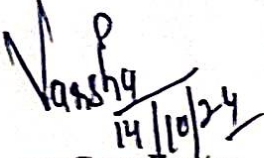


Image 6: News cutting of workshop.

## Conclusion:

The two-day workshop on "Handling of Various Lab Instruments" proved to be an invaluable learning experience for all participants. It not only enhanced the operational skills of the teaching and non-teaching staff but also ensured they are well-equipped to maintain safety and efficiency in their respective roles.

The college administration, led by the Managing Director Shri Jagdish Gautam, Secretary Dr. Rajneesh Gautam, and Director cum Principal Dr. Sanjay Kumar, expressed their gratitude towards the guest speakers and participants for making the workshop a success.

  
Event Coordinator  
Ms. Varsha Devi

  
Organizing Secretary/IQAC Head  
Dr. Darsh Gautam

  
Director Cum Principal  
Prof. (Dr.) Sanjay Kumar



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