



**ASSESSMENT PROFORMA FOR INSPECTION OF INSTITUTIONS UNDER
THE KHYBER PAKHTUNKHWA BOARD OF TECHNICAL & COMMERCE
EDUCATION PESHAWAR**

1.	Name of Institute	
2.	Name of Owner (s) of Institute	
3.	Owner (s) CNIC Number	
4.	Mailing Address	
5.	Contact No (s)	
6.	Email id	
7.	Date of establishment of the Institute	
8.	Course Offered/Due for affiliation	
9.	KP BTE letter No & date for affiliation visit	
10.	Date of inspection	

11. Type of Management

Private / Public

12. Land & Building

12.1 Is the institute functioning in its own building? Yes No

12.2 If yes, total & covered area of the building_____

12.3 Period of lease in case of rented building

12.4 Does the institute propose to function in its own building? Yes No

12.4 If yes, has land been acquired? Yes No

12.5 Is the institution's own building under construction? Yes No

12.6 If yes, when it will be completed? _____

13. Infrastructure Facilities

13.1 Instructional Space

13.1.1 Number of Class Rooms _____

13.1.2 Size & Seating Capacity of each Class Room

Classroom No.	Size	Seating Capacity

Use separate sheet if required.

13.1.3 Size of Exam Hall and its capacity, if available _____

13.1.4 Total No of labs/workshops _____

13.1.5 Students' Canteen provided Yes No

13.1.5 Number of Lavatories for the students _____

13.2 Has the institute made provision for the following accommodation?

(a) Principal Office Yes No

(b) Faculty Room Yes No

(c) Office Room Yes No

(d) Students Information Desk/Reception Yes No

13.3 Sports Facilities

The institute has

(a) Playground (Football/Hockey etc) Yes No

(b) Playground of another institution on sharing basis Yes No

14. Financial Condition of the institute

Average Monthly Income (In Rs)			Average Monthly Expenditure (In Rs)
Fee	Other Sources	Total	

14.1 Does the institute have its own designated bank account? Yes No

14.2 If yes, attach bank statement of the last month.

15. Instructional Facilities

15.1 Detail of Labs/Workshops

S. #	Name of Labs/Workshops	List down major items (Plz use separate sheet, if required)	Whether the available items can cater to the needs of practical? (Yes/No)
1-			
2-			
3-			
4-			
5-			
6-			
7-			
8-			
9-			
10-			
11-			

15.2 Detail Teaching Staff

S.#	Name/Designation/ Contact No/Email id	Qualificatio n	Date of Appointme nt	Staff Monthl y Salary	Full Time or Visiting Teacher
1-					
2-					
3-					
4-					
5-					
6-					
7-					
8-					
9-					
10-					
11-					
12-					
13-					

14-					
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Note: i. CVs of the staff along with appointment letter/contract agreement should be annexed to the report.
 ii. Use separate sheet, if required

15.3 Library Resources

Has the institute created library facility? Yes No

(a) Number of course related books_____

(b) Number of reference books_____

(c) Number of general books_____

(d) Total number of books_____

(e) Total seating capacity in the library_____

16. Administrative/Non-Teaching Staff

S.#	Name/Designation/ Contact No/Email id	Qualification	Date of Appointment	Monthly Pay
1-				
2-				
3-				
4-				
5-				
6-				
7-				
8-				

9-				
10-				

17. Does the institute have its management body? Yes No

17.1 If yes, mention detail of the management body as following format.

S. #	Name	Status/Position	Contact No/Email
1-			
2-			
3-			
4-			
5-			
6-			

Plz Use separate sheet, if required

18. Students Uniform

(a) Color of Shirt/Paint _____

(b) Color of Shalwar Qammez _____

19. General Administrative / Academic /Non-Academic Measures

The institute has properly maintained the following

- | | | |
|--|-----|----|
| (a) The institute has its own designated Bank Account | Yes | No |
| (b) Staff Attendance Register | Yes | No |
| (c) Staff Salaries paid through cheques | Yes | No |
| (d) Students Attendance Register | Yes | No |
| (e) Students Fee collected through Receipt Book | Yes | No |
| (f) Stock Register | Yes | No |
| (g) Labs' Items, Furniture etc taken on Stock Register | Yes | No |
| (h) Library Accession Register | Yes | No |
| (i) Students' Career Counseling | Yes | No |
| (j) Students Time Table | Yes | No |
| (k) Scheme of studies available | Yes | No |
| (l) Scheme of work followed | Yes | No |
| (m) Internal Exams/assessment of the Students | Yes | No |
| (n) Participation in BTE's Sports Events | Yes | No |
| (o) Students' Tour Program | | |
| (p) s | Yes | No |
| (q) Students Apprenticeship | Yes | No |
| (r) Parents-Teachers Meeting | Yes | No |
| (s) Formal communication with the parents about the students' absentees & poor performance | Yes | No |

(t) Scholarship/Stipend facility available Yes No

(u) Nature of scholarship/stipend facility _____

20 Students' Currently Enrolled

Year	Technologies (use separate sheet, if required)						
	Civil	Electrical	Electronics	Telecom	Petroleum	Mechanical	Total
1 st							
2 nd							
3 rd							
Total							

21. Allied Facilities

The institute has:

- (a) Transport facility for the students Yes No
 (b) Hostel facility for the students Yes No
 (c) Hostel facility for the staff Yes No

22. Security Measures

The institute has

- (a) Number CCTV Cameras provided _____
 (b) Number of Security Guards _____
 (c) Number &Types of Security weapon _____
 (d) Boundary surrounded with barbed wire Yes No

23. Overall Assessment

24. Suggestions for the Institute

25. Recommendations

25.1 The Committee unanimously recommends provisional affiliation of the following

**courses to the Khyber Pakhtunkhwa Board of Technical Education, Peshawar
i/r
of the institute,_____.**

Year	Technology	Shift (M/E)	Seating Capacity	Remarks

25.2 The Committee is of the unanimous view that the institute,

_____ should not be granted affiliation to any of its offered courses owing to the following reasons.

26. Please mention any other detail/information, if observed and deemed appropriate during the course of inspection.

S. #	Name & Designation	Official Address	Contact Number/Email	Signature/Date

Plz Note: The Committee is requested to mark initial on each page of the report and ensure that annexures to the report are duly signed/stamped by the management of the institute.

(for 25 students)

List of Equipment & Tools

Electrical Wiring

Sr #	Equipment/ Instrument	Quantity required
1.	Side cutter 6"	12 Nos.
2.	Combination Pliers 8"	12 Nos.
3.	Screw driver sets	12 Nos.
4.	Small hammers "	12 Nos.
5.	Hand Drill machine electric two speeds 3/4" chuck heavy duty	5 Nos.
6.	Cold chisels 10" long	5 Nos.
7.	Long nose pliers 6"	5 Nos.
8.	Rip saw 12"	12 Nos.
9.	Hack saws 15"	12 Nos.
10.	Phase Testers	25 Nos.
11.	AVO meter	5 Nos.
12.	Spirit levels 15"	12 Nos.
13.	Plumb bobs!	12 Nos.
14.	Screw drivers 12"	6 Nos.
15.	Wood chisel 1"	5 Nos.
16.	Rough cut file 12"	6 Nos.
17.	Smooth files 12"	6 Nos.
18.	Wiring Boards 3' x 5' wall mounted	6 Nos.
19.	Work benches 4' x 6' x 2.5'	12 Nos.
20.	Clamp on meter	ONE
21.	2 -phase energy meter	2 Nos.
22.	3 -phase energy ni'eter	5 Nos.
23.	Kerosene burners	5 Nos.
24.	2 phase and 3 phase electric motors	01 each

Wood Working

Sr #	Equipment/ Instrument	Quantity required
1.	Jack plane (Stanley) 14"	25 Nos.
2.	Smoother plane 9"	10 Nos.
3.	Jointer plane	01 Nos.
4.	Rebate plane	01 Nos.
5.	Block plane ..	01 Nos.
6.	Tri square 30 cm. Steel	25 Nos.
7.	Surface plate 24 x 18	01 Nos.
8.	Oil stone	10 Nos.
9.	Nail Puller 18"	01 Nos.
10.	WW Vices	12 Nos.
11.	WW benches	06 Nos.
12.	Combination Square 12"	02 Nos.
13.	C clamps 10"	01 Nos.
14.	Marking guage	12 Nos.
15.	Auger bits 1/2"	02 Nos.
16.	Screw Drivers flat 10"	10 Nos.
17.	Electric drill chuck size 1/2" 220 V	01 Nos.
18.	Pliers 8"	06 Nos.
19.	Measuring tapes 3 m	12 Nos.

20.	Flat chisel 1/2"	12 Nos.
21.	Back saw 15" with handle	12 Nos.
22.	Key hole saw 12"	12 Nos.
23.	Tennon saw 15"	12 Nos.
24.	Rip saw 18"	12 Nos.
25.	Cross cut saw 18"	12 Nos.
26.	T bevel 12"	02 Nos.
27.	Ratcher brace	01 Nos.
28.	Triangle file 5"	05 Nos.
29.	Triangle file 6"	05 Nos.
30.	Inside calipers 8"	01 Nos.
31.	Outside calipers 8"	01 Nos.
32.	Adjustable wrench 8"	01 Nos.
33.	Adz (Tessa) 1 kg	02 Nos.
34.	Mallets wooden	12 Nos.

Surveying Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Metric Chains 20m	05 Nos.
2.	Metric Chains 30m	05 Nos.
3.	Engineers chain 100 ft	05 Nos.
4.	Ranging rods steel or bamboo, with steel shoes	20 Nos.
5.	Arrows	20 Nos.
6.	Measuring Tape 20m metallic	05 Nos.
7.	Measuring tape 20m steel	05 Nos.
8.	Measuring tape fiberglass 20m	05 Nos.
9.	Wooden mallet	05 Nos.
10.	Cross staff wooden	05 Nos.
11.	French Cross staff	02 Nos.
12.	Prismatic compass with tripod	05 Nos.
13.	Plane table standard size with tripod	05 Nos.
14.	Ali Dade	05 Nos.
15.	Trough compass	05 Nos.
16.	Plumb fork	05 Nos.
17.	Metric staff collapsible	05 Nos.
18.	Sop with staff	05 Nos.
19.	Target staff	02 Nos.
20.	Spirit levels for staff	05 Nos.
21.	Auto set level	02 Nos.
22.	Tilting level	02 Nos.
23.	Sounding rods	10 Nos.
24.	Velocity rods ..	10 Nos.
25.	Current meter	02 Nos.
26.	Steel band	01 Nos.
27.	Vernier theodolite	02 Nos.
28.	Micro optic theodolite	02 Nos.
29.	Electronic Digital theodolite	02 Nos.
30.	Electronic Distant meter	01 Nos.
31.	Total station with all accessories	01 Nos.

Small instruments for theory explanation

32.	Abney level	01 Nos.
33.	Clinometers	01 Nos.
34.	Pantographs	01 Nos.

35.	Line ranger	01 Nos.
36.	Optical square (wedge type)	01 Nos.
37.	Optical square (box type)	01 Nos.
38.	Invar tape	01 Nos.
39.	Gunter's chain	01 Nos.

Building Construction

Sr #	Equipment/ Instrument	Quantity required
1.	Kassi	05 Nos.
2.	Spades	05 Nos.
3.	Pick axes	05 Nos.
4.	Iron rammers	02 Nos.
5.	Wheel barrows rubber tired	02 Nos.
6.	Mixing plate forms steel 7'x10'x8"	02 Nos.
7.	Mason trowels	05 Nos.
8.	Brick hammers	05 Nos.
9.	Plumb bobs	05 Nos.
10.	Tri squares ..	05 Nos.
11.	Spirit levels 24"	05 Nos.
12.	Mortar pans. 18" dia	05 Nos.
13.	Measuring tapes 6 m	05 Nos.
14.	Wire brushes	05 Nos.
15.	Brooms	05 Nos.
16.	Wooden floats. 24"	05 Nos.
17.	Wooden floats. 9"	05 Nos.
18.	Corner floats	05 Nos.
19.	Steel floats	05 Nos.
20.	Measuring box standard size	02 Nos.
21.	Rose cane	02 Nos.
22.	Steel cribs	02 Nos.
23.	Concrete mixer small	01 Nos.
24.	Poker vibrator electric or gas driven	01 Nos.
25.	Tampling rods	05 Nos.
26.	Pointing trowels	05 Nos.
27.	Hawks 12" x 12" ..	05 Nos.
28.	Wooden battens 7' x 2" x 2"	02 Nos.
29.	Bar bending table with accessories	01 Nos.
30.	Pliers	05 Nos.
31.	Chisels for dressing stone	05 Nos.
32.	Hammers cross penne 1 kg	05 Nos.
33.	Wire cutter	05 Nos.
Additional equipment for demonstration (Optional)		
34.	Floor grinding machine	01 Nos.
35.	Brick and tile cutter	01 Nos.
36.	Vibratory compactor	01 Nos.
37.	Block moulds for making blocks from prepared concrete	05 Nos.
38.	Straight edges 10ft x 2" x 2"	05 Nos.
39.	Tamping Rammers'10 kg with handle	05 Nos.
40.	Wood saws 24"	05 Nos.
41.	Hammers with nail pullers 2 lbs	05 Nos.
42.	Wooden floats	05 Nos.
43.	Steel floats	05 Nos.
44.	Hydraulic jack heavy duty	02 Nos.
45.	Differential pulley clock with tripod	01 Nos.
46.	Moulds of battens, Blocks	02 Nos.
47.	Wheel barrows	02 Nos.
48.	Shovels	05 Nos.
49.	Mixing plate forms 7' x 5' 12 Guage	02 Nos.
50.	Mixing pans 18" Dia	05 Nos.
51.	Spirit levels 18"	05 Nos.

Drafting Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Drafting tables	25 Nos.
2.	Stools	25 Nos.
3.	Large Drawing box for Chalk Board use	2 Nos.
4.	Lettering stencils of sizes	5 Nos.
5.	French curves of sorts	5 Nos.

Computer Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Computer P-4 complete set	12 Nos.
2.	Printer dot matrix	02 Nos.

Optional

Sr #	Equipment/ Instrument	Quantity required
3.	Printer laser	01 Nos.
4.	Scanner	01 Nos.
5.	Digital camera	01 Nos.
6.	Color Printer	01 Nos.
7.	Multimedia complete set	01 Nos.

Public Health Engineering Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Pipe wrench 18"	6 Nos.
2.	Adjustable wrench 8"	4 Nos.
3.	chain wrench	1 Nos.
4.	Pipe cutter 1/2" -3/4"	2 Nos.
5.	Hack saw 18"	6 Nos.
6.	Die set 1/2" -2"	4 Nos.
7.	Pipe vice	4 Nos.
8.	Work benches	4 Nos.
9.	Kerosene stoves	4 Nos.
10.	Ladle	4 Nos.
11.	Caulking tool	4 Nos.
12.	Cold chisel 8" ..	5 Nos.
13.	Hammer ball penne 1/2 kg	5 Nos.
14.	Measuring tape 3 m	5 Nos.
15.	Pipe bender of sizes	3 Nos.
16.	Threading tapes with handle 1/2" & 3/4"	2 each
17.	Electric Hand drill machine 1/2" chuck	2 Nos.
18.	Center Punch	5 Nos.
19.	Small chisels of sizes	5 Nos.
20.	Bench vice 6"	2 Nos.
21.	Mixing Pane 18" dia	2 Nos.
22.	Mixing trowel	2 Nos.
23.	single acting reciprocating pump	1 Nos.
24.	Boring system with tripod, pully block, cutter etc	1 Nos.
25.	Kassi	2 Nos.
26.	Pick Axe	2 Nos.
27.	Crow bar 3 ft	2 Nos.
28.	Wheel Barrows	2 Nos.
29.	Spirit level of 18"	5 Nos.
30.	Plumb bobs	5 Nos.
31.	Hamd bits of sizes	5 Nos.
32.	Graduated cylinders 500 ml	12 Nos.
33.	Glass beakers	10 Nos.
34.	Sanitary Fixtures	1 each
35.	Sewer Cleaning rods with accories	2 sets

Material Testing Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Mixing plate 24"x18"x14" steel	5 Nos.
2.	Mixing trowels 8"	10 Nos.
3.	Scoops	5 Nos.
4.	Triple beam balance	5 Nos.
5.	Electronic balance 1000kg capacity .1 gr	2 Nos.
6.	Graduated cylinders 500 ml	5 Nos.
7.	Vicat apparatus ..	3 Nos.
8.	Le- Chatlier's moulds with accessories	5 Nos.
9.	Boiling chambers for above water tubes	1 Nos.
10.	Cubes moulds 2x2x2 set of 3	3 Nos.
11.	Compression testing machine portable type with accessories	1 Nos.
12.	Briquette moulds set of 3	5 Nos.
13.	Briquette testing machine	1 Nos.
14.	Mixing pans 18" dia	5 Nos.
15.	Sieve set 3", 1-1/2,3/4,3/16,7,14,25,52,100,200 no. sieves	3 Nos.
16.	Mechanical sieve shaker	1 No.
17.	Sieve cleaning guage	5 Nos.
18.	Flackiness indeep guage	5 Nos.
19.	Elongation indeep guage	5 Nos.
20.	Slump cone with accessories	5 Nos.
21.	Compacting factor testing appat. With accessories	1 Nos.
22.	Cube moulds 6x6x6 in.	5 Nos.
23.	Cylinder moulds 6"x12" steel	5 Nos.
24.	Table viberator	1 Nos.
25.	Tamping rods 3/4" dia	5 Nos.
26.	Laboratory Concrete Mixer	1 Nos.
27.	Graduated Cylinders 1000ml	5 Nos.
28.	Water Containers for lab	1 Nos.
29.	Material Containers for lab	2 Nos.
30.	Curing chamber	1 Nos.
31.	Beam mould for flexure test	3 Nos.
32.	Steel plates as base plate	1 Nos.
33.	Universal Testing machine with floual testing attachments included Roller Support	2 Nos.
34.	Rockwell Hardness testing machine	1 Nos.
35.	Brinnels Hardness testing machine	1 Nos.
36.	Deflection of Beam apparatus	1 Nos.

Soil Mechanics & Highway Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Speedy moisture tester complete with all accessories	2 set
2.	Electronic Oven 300 C	ONE
3.	Electronic Balance 0.01gm -500g	ONE
4.	Container with lid	30 Nos.
5.	Spatula (stainless steel)	5 Nos.
6.	Pan 18" (stainless steel)	3 Nos.
7.	Density bottle (glass pyrex) 25 ml with capacity	3 Nos.
8.	Electronic balance 1gm to 1000gm	One

9.	Core cutter apparatus	3 Nos.
10.	Rammer for core cutter	3 Nos.
11.	Pick –axe	5 Nos.
12.	Wooden Block	5 Nos.
13.	Standard Prector Mould complete	3 Nos.
14.	Standard Hammer 12" fall	3 Nos.
15.	Modified Hamamer 18" fall	3 Nos.
16.	Electronic Balance 50 kg capacity	One
17.	Graduated glass cylinder 500 ml capacity	5 Nos.
18.	Trowel 8" for mixing	5 Nos.
19.	G.I mixing troy 36" x 36" x 4, 18 guage	5 Nos.
20.	Scoop	5 Nos.
21.	Triple beam Balance 2.50 kg capacity	3 Nos.
22.	Seive set ASTM standard sieve nos. 4,7,14,25,50,100,200 with pan and lid	3 set
23.	Shear Box Test Apparatus complete with all accessories	1 set
24.	Standard Penetration Testing with standard weight, Equipment completer with all accessories.	1 set
25.	Sand -cone Test Apparatus	3 Nos.
26.	Chisel (of sizes)	3 Nos.
27.	Hammer 1 kg	3 Nos.
28.	Dessicator	One
29.	Glass measuring cylinder 100ml capacity	3 Nos.

Hydraulic Lab

Sr #	Equipment/ Instrument	Quantity required
1.	Bourdon's Gauges	2 Nos.
2.	Impact of jet apparatus	2 Nos.
3.	Hydrostatic pressure appt.	2 Nos.
4.	Pontoon apparatus	2 Nos.
5.	Venturimeter apparatus	2 Nos.
6.	Velocity rods local made	5 Nos.
7.	Current meter complete	1 No.
8.	Notches & Weir apparatus	1 No.
9.	Hydraulic Bench	2 Nos.
10.	Stop watch	1 No.
11.	Oer Head Projector	1 No.
12.	Pitot Tube	2 Nos.

ARCHITECTURE TECHNOLOGY

Sr. No.	1st Years	Subjects
1	Phy-122	Applied Physics
2	AR-123	Architectural Drawing & Drafting
3	AR-133	Basic Computer in Architecture
4	AR- 142	Free Hand Drawing & Architectural Rendering-I
5	AR-154	Surveying and Levelling

Sr. No.	2nd Year	Subjects
1	AR-214	Structural Mechanics and R.C.C Design
2	AR-224	Arch. Design & Drawing-I
3	AR-233	Auto Cad-I
4	AR-242	Free Hand Drawing & Arch. Rendering-II
5	AR-253	Building Construction-I

Sr. No.	3rd Years	Subjects
1	AR-324	Arch. Design and Drawing-II
2	AR-332	Auto CAD-II
3	AR-342	Model Making & Arch. Project
4	AR-353	Building Construction-II
5	AR-373	Estimation and Specifications and Bye-Laws

Practical Subjects

Sr. No.	Subjects	Page No.
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1	Phy-122	Allied Subject
2	AR-123 AR-142 AR-224 AR-242	04
3	AR-133 AR-233 AR-332	04
4	AR-324 AR-342	04
5	AR-154	05
6	AR-214 AR-253 AR-353 AR-373	No Equipment required as such

LIST OF EQUIPMENTS

DAE

ARCHITECTURE TECHNOLOGY

LIST OF EQUIPMENTS

SUBJECTS

AR-123
AR-142
AR-224
AR-242

Sr. No.	Description	Min. Qty. Required for a Group of 25-30
1	Drafting Table/Drawing Table With Stools	30 Nos.
2	Drawing Instrument Box For Demonstration	01 No.

Note: Minimum space required for drawing hall is 450-500 sft.

SUBJECTS

AR-133
AR-233
AR-332

Sr. No.	Description	Min. Qty. Required for a Group of 25-30
1	Pentium I - IV Computers with Monitor 15", Key Board, Mouse	15-20 Nos.
2	Computer Tables (3'x2')	15-20 Nos.
3	Computer Chairs/Stools (20"x20")	30 Nos.
4	Laser Printer	02 Nos.

SUBJECTS

AR-324

AR-342

Sr. No.	Description	Min. Qty. Required for a Group of 25-30
1	Drafting Table/Drafting Machines (42"x32") with stool	30 Nos.
2	Model Making Table (8'x4')	04 Nos.
Note : Minimum space required for Drawing Hall is 600 to 650 sft.		

SUBJECT

AR-154

Sr. No.	Description	Min. Qty. Required for a Group Of 25-30
1	Engineer Chains	03 Nos.
2	Gunter Chains	03 Nos.
3	Metric Chain	03 Nos.
4	Ranging Rods (Standard)	15 Nos.
5	Cross Staff	03 Nos.
6	Optical Squares	03 Nos.
7	Measuring Tapes (Different sizes, steel & cloth)	03 Nos.
8	Arrows	15 Nos.
9	Pegs	15 Nos.
10	Mellats	03 Nos.
11	Hammers	03 Nos.
12	Prismatic Compass & Tripods	03 Nos.
13	Surveyor Compass	03 Nos.
14	Plan Table and its complete accessories i.e, Alidad, U. frame, Plumb bob, Trough Compass, Pegs, mallets etc	03 Nos.
15	Telescopic Alidad	03 Nos.
16	Auto Set Level	03 Nos.
17	Dumpy Level	03 Nos.
18	Tilting Level	03 Nos.

19	Levelling Staff	03 Nos.
20	Foot staff & Metric staff	03 Nos.
21	Theodelite	03 Nos.
22	Panta Graph	03 Nos.
23	Plaine Meter	03 Nos.
24	Abney Level	03 Nos.