

## REPORT ON INDUSTRIAL VISIT OF

.....*Pritya Singh*..... (Name of the Company & Plant)

At *Alkem Lab. Siliguri* (Place of Plant Site) On ..... (Date of Visit)

### A. Student/Participant Profile

Name of Student	Course & Semester	University Roll No	Date of Visit

### B. Overview of Visiting Organization

Name of the Company Visited	<i>Alkem Laboratories Ltd, Siliguri</i>
Parent Organization (If any)	<i>Alkem</i>
Industry Type	<i>Pharmaceuticals</i>
Address of the Company's Plant visited	<i>Alkem Lab. Rangpo, Siliguri</i>

### C. Accompanying Faculty details

Sl No	Name of Accompanying Faculty	Designation	Department

### D. Visit Fact Sheet

Date of Industrial Visit	
Place/Venue of Visit	<i>Alkem Lab. Siliguri</i>
Mode of Transport	<i>Bus</i>
Time & Place of Departure	<i>Bahadur Pore, Siliguri</i>
Time & Place of Arrival	<i>Bahadur Pore, Siliguri</i>
Accompanying Faculty count (Male & Female specify)	<i>2</i>
Participating Student Count	<i>45</i>
Duration of Visit in Plant of the Company Visited	<i>1 day</i>

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Siliguri Institute of Technology (SIT)**

- Reason behind the visited location of the Plant. *Scattered across, tax benefit, Govt Suffer*
- Plant Layout used. *Skilled transfer, Process block layout, linear layout,*
- Raw materials & Consumables used. *Excipients, Solvents, packaging materials etc.*
- Different composing sections/units present in the Plant visited. *Tablet, Injectable, Lipid etc. & C etc.*
- Name, Capacity & Type of Machineries, Instruments & Ancillary Items used in Production. *Tablet Compression machine*
- Type of Production methodology used (Batch/Job shop/Mass etc). *Batch*
- Brief details of the Technology used (mentioning also imported technology if any). *Conting machine etc.*
- Average Volume of Production in a shift/day. *Vary on product, batch, sizes, production schedule*
- Production schedule & Shift timings. *9:00 am - 5:00 pm or 10:00 am to 4:00 pm*
- Brief description on sequential processing of the product with diagram.
- Details of Quality Control facts. *ISO 9001:2015 & ISO 14001:2015*
- Waste Disposal facts. *Segregation, Proper Disposal, Recycling, effluent treatment etc.*
- Environment friendly initiatives. *Rainwater Harvesting, Solar power, Carbon footprint reduction*

**(e) Financial Profiles**

- Composition of finance/Accounts Department
- Capital structure
- Annual Income/expenditure profile *Not disclosed*
- Fund Allotments in different heads like purchase, administration, maintenance,
- Financial Condition related facts (if any) i.e. Balance sheet, PL statement etc
- Stock control facts
- Stores Accounting facts

**(f) Profile of Human Resource**

- Total staff in service at the visiting Plant - Section wise & Hierarchy wise
- Managerial, Clerical & Wage earners profile
- Recruitment, Selection, Promotion facts *Good*
- Training & Induction for all positions *yes*
- Remuneration pattern & related facts *Information not disclosed*
- Career development schemes *yes*

**Industrial Visit**

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- Welfare amenities provided for staffs Yes
- Safety requirements Yes
- Dispute handling
- Employee participation schemes

(g) Marketing & Distribution Facts

- Customer profile & purchasing habits - Good
- Demand pattern & Order size and frequency
- Ware-housing (Material handling related facts, Machines used) and Packaging facts
- Logistics (inbound & outbound) & Shipment to & fro plant site
- Delivery mode, routes & destinations from the Plant site

F. Summary of Learnings & Knowledge from this Industrial Visit

Sl No	Theme/Topic/Functional Area	Brief Learnings (Point wise/Bulleted)

F. Suggestions

Sl No	Theme/Topic	Bulleted Suggestions

G. Self Assessment of Visit Experience

Sl No	Theme/Topic	Bulleted Experience	Satisfaction Level (H/M/L/NC*)

\* H: High, M: Medium, L: Low, NC: No Comments

H. Other Photos relevant to the Visit (Maximum 4 major snaps)

Priya Singh

[Signature of the Participating Student & date]



**Description of Visit**

**Executive Summary of Industrial Visit stating Objective/Aim of visit**

**(a) Company Factsheet (Plant Specific):**

- Name of the Core Company/ Plant visited..... *Alkem Laboratories*
- Mission & Vision of the Core Company..... *To be a leading global healthcare company*
- Nature/Type of the Core Company (PSU/Private/Partnership/Proprietary etc)..... *Public Ltd Company*
- Year of Establishment..... *1973*
- Nature of Business (Manufacturing/Service/Maintenance/Any other)..... *Manufacturing*
- Nature of Industry it belongs..... *Pharmaceuticals*
- Total Number of Employees at present..... *21000*
- Organizational Structure in Plant..... *Matrix Structure*
- Major Geographical Markets/Territory..... *more than 50 countries, Australia, Chile, U.S., Europe, etc.*
- Key Customers & their Profile (Domestic & Overseas)..... *Hospitals, Healthcare institutions, Govt agencies, International buyers*
- Major Competitors..... *Sun, Cipla, Abbott, Ind. etc.*
- Present Market share..... *3.9% as on March 31, 2022*
- Turnover of the parent Company..... *Rs 500 Crores for the FY 2023*
- Import/Export facts..... *expt to 50 countries. Import raw materials from China, US & Europe*
- Major Achievements/Awards & Recognition so far..... *Indian Family Business Awards 2023*
- Facts on Future Expansion (if any)..... *Strengthening digital presence & emerging market reach*
- CSR activities (if any)..... *Education & Rural development*
- Challenges faced currently..... *Generic Competition, Intense Competition*

**(C) Product/Service Details: (Attach relevant Pictures where applicable)**

- Name of the Product produced in the Plant..... *Tablets, Capsules, WFI, oral liquids, Respuls*
- Nature & variety of the product produced in the Plant..... *oral Solids, oral liquids, Respiratory Products etc.*
- Functional Utility of the Product produced in the Plant..... *pain mgmt, gastrointestinal health, resp, Cardio etc.*
- Targeted end-users of the product produced in the Plant..... *patients, Hospitals.*

**(d) Technical Details: (Attach relevant Pictures where applicable)**

- Area of Plant premises..... *approx 25 acres land*