



No. USTM/IAMC/Principal/Notice/2025/468-A

Date:06.06.2025

CIRCULAR
Pharmacovigilance Cell

It is hereby notified that the Pharmacovigilance Cell of IA Ayurvedic Medical College (IAMC), University of Science & Technology Meghalaya (USTM) has been constituted with the following members.

The committee is hereby instructed to work with immediate effect.

Sl. No.	Name	Designation	Designation in Pharmacovigilance Cell
1.	Dr. Salka Debbarma	Assistant Professor	Coordinator
2.	Dr. Sujata Banik	Associate Professor	Members
3.	Dr. Avijit Das	Assistant Professor	
4.	Dr. Mriganka Mishra	Assistant Professor	
5.	Dr. Jakaria Ahmed	Assistant Professor	
6.	Dr. Mofida Khatun	Assistant Professor	
7.	Dr. Trishna Sarma	Assistant Professor	
8.	Dr. Chinmoyee Thakuria	Assistant Professor	
9.	Dr. Queency Evangaline Sutnga	Assistant Professor	

Sd/-

Prof. (Dr.) Rama Kanta Sharma
Principal, IAMC, USTM

Copy to:

1. PS to the Hon'ble Chancellor, USTM.
2. PS to the Hon'ble Vice Chancellor, USTM.
3. The Registrar, USTM.
4. The Academic Registrar, USTM.
5. Office File.


Prof. (Dr.) Rama Kanta Sharma
Principal, IAMC, USTM

Principal
IA Ayurvedic Medical College
USTM, Meghalaya.

Pharmacovigilance committee meeting-1

Date - 12/6/2025

Venue - Conference hall, Block-K, IA Ayurvedic Medical college.

Time - 12.00 to 12.40pm.

Agenda:-

1. To discuss about the cell, ADRs of various Ayurvedic
2. To plan distribution of Adverse Drug Reaction (ADR) form to various clinical departments in the hospital for reporting ADRs
3. To conduct awareness programs for faculty, staff and health care providers.

Resolutions:-

1. Regular meeting will be conducted to review ADR reports atleast once every two months (As per NPSM guidelines)
2. Sensitization programs on pharmacovigilance and ADR reporting will be conducted.
3. All reported ADR cases will be properly documented and sent to the peripheral pharmacovigilance cell (NPSM, Shillong).

The meeting ended with vote of thanks to chair & all members given by Dr. Salma Debbarna.
Meeting attended by: (convenor)

Name:-

Designation

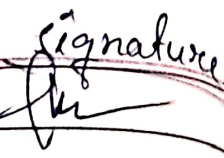
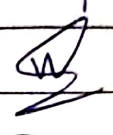
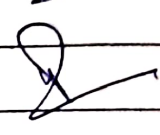
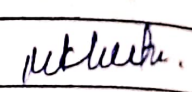
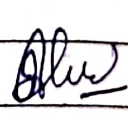
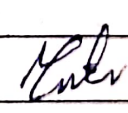
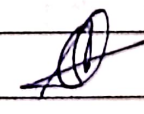
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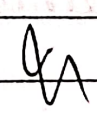
1. Dr. Salma Debbarna.

Assistant Professor.

12/6/25

②

Name.	Designation	Signature
2. Dr. Tulamani Saikia.	DMS	
3. Dr. Sujata Borah.	Associate Prof.	
4. Dr. Avijit Das.	Assist. Prof / consultant	
5. Dr. Megamka Mishra.	Asst Prof	
6. Dr. Mafida Khatun.	Asst Prof / const	
7. Dr. Jakaria Ahmed.	Asst : prof	
8. Dr. Mishra Sarma.	Assistant Prof	
9. Dr. Chintoyee Thakuria.	Assistant Professor	
10. Dr. Queeny Frangaline Sutnga.	Consultant / Asst. Prof	


Principal
IA Ayurvedic Medical College
USTM, Meghalaya.

Pharmacovigilance meeting-2

Date :- 10/7/2025.

Venue :- Conference Hall, Block-4, JA Ayurvedic Medical College.

Time :- 11.00 AM to 12.00 noon.

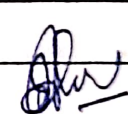
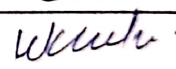
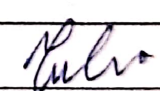
Agenda :- Arrangement of "One-day Awareness Programme on Pharmacovigilance for ASU & H Drugs"

In the beginning of the meeting co-ordinator welcome all the committee members. The co-ordinator distributed various responsibilities for the smooth conduction of awareness program. to all the committee members as follows -

- (A) Welcome speech - Prof (Dr.) Ramakanta Sharma.
Principal, DAMC, USTM.
- (B) Inest of Honor - Prof R.K Sharma. (Advisor, USTM, Meghalay)
• Dr. Anita Datta.
(Asso. Prof. Dept. of Pharmacology, PPMC, USTM)
- (C) Invited Speakers - Dr. Himangshu Barua.
(Co-ordinator PProc NEIAH, Meghalaya)
• Dr. Martilia Goswami.
(JRF (Ayurveda), PProc, NEIAH Meghalay)
- (D) Anchoring :- Dr. Chinmayee Thakuria.
(Assistant Prof Dept of Swasthmita & yoga)
• Dr. Priya Bari. (Assistant Prof RSBK)
- (E) Vote of Thanks - Dr. Dilip K. Goswami
(Professor Dept. of Ayada tantra)

(b)

Meeting attended by

name.	Designation	Signature.
① Dr. Sakka Subbarao.	Assistant Prof.	
② Dr. Tulamani Saikia	Dr. ms.	
③ Dr. Sujata Barik	Associate Prof.	
④ Dr. Avijit Das	Consultant / Assistant Prof.	
⑤ Dr. Mriganka Mishra.	Asst. Prof.	
⑥ Dr. Jakhia Ahmed.	Asst. Prof / Consultant	
⑦ Dr. Mafida Khalun.	Asst. Prof / Consult	
⑧ Dr. Trishna Sarma.	Assistant Prof.	
⑨ Dr. Chinmayee Phakuria.	Assistant Prof	
⑩ Dr. Greeney Evangeline Cunga.	Consultant & Asst. Prof	


Principal
IA Ayurvedic Medical College
USTM, Meghalaya.

Pharmacovigilance meeting - 3

Date :- 8/10/2025

Venue :- Conference Hall, Block-A, DA Ayurvedic Medical College.

Time :- 11:30 am to 12:15.

Agenda :-

① Review of any ADR cases from various departments of (UHAN)

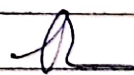
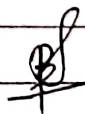
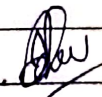
② Assessment of ADR forms

③ Discussion on conducting awareness Programs for students nurses, Para-staffs regarding pharmacovigilance & ADR reporting

Resolutions :-

The committee resolved to improve monitoring, documentation & timely submission of ADR reports.

The following members have attended the meeting :

<u>Name</u>	<u>Designation</u>	<u>Signature</u>
① Dr. Salka Debbarma.	Assistant Prof.	
② Dr. Putumani Saikrishna.	DMS.	
③ Dr. Sujata Bantik.	Associate Prof.	
④ Dr. Avijit Das	consultant-Assist Prof.	
⑤ Dr. Mridanka Mishra.	Asst Prof	
⑥ Dr. Jazania Ahmed.	consultant-Assist Prof.	

Name	Designation	Signature
⑦ Dr. Mofida Khalun.	Asst. Prof / Consul	[Signature]
⑧ Dr. Nicholas Sarma.	Asst. Prof.	[Signature]
⑨ Dr. Chinnmayee Phakuria.	Asst. Prof.	[Signature]
⑩ Dr. Queeny Evangeline Sultana.	Consultant / Asst Prof	[Signature]

Principal
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Pharmacovigilance meeting - 4.

Date :- 18/12/2025

Venue :- Conference hall, Block-A, 2A Ayurvedic medical college.

Time :- 11.00 Am to 11.35 Am.

Agenda :-

- ① Review of the Adverse Drug Reaction reports received since the last meeting.
- ② Status of submission of ADR forms by different departments.
- ③ Strategies to improve ADR reporting among doctors, nurses & healthcare professionals.

Action taken :-

1. Co-ordinator instructed to Dr. Chinmayee Thakuria to circulate the ADR form to 2nd Professional BAMS students.
2. The responsibility to collect information regarding any reporting of ADRs by consultants, AMOs was given to Deputy medical superintendent Dr. Pulamani Saini.

Resolutions :-

The Committee resolved to monitor and improve the ADR reporting system.

The meeting ended in vote of thanks to all members by Dr. Sanku Debbarna.

(14)

Name.

Designation

Signature

① Dr. Sanka Debbarma.

Associate Prof.



② Dr. Tulumani Saikia.

DMS.



③ Dr. Sujata Barik.

④ Dr. Aniket Das.

Consultant.

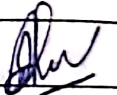


⑤ Dr. Miganika Mishra.

Asst Prof

⑥ Dr. Jyoti Ahmed.

Consultant / Asst Prof



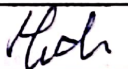
⑦ Dr. Mafida Khatun.

Assistant Prof / Consult



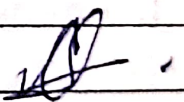
⑧ Dr. Purnima Parua

Assistant Prof



⑨ Dr. Chinmayee

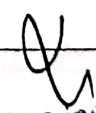
Asst. Prof.



⑩ Dr. Queeney Frangaline Sotora.

Consultant / Asst. Prof




Principal
IA Ayurvedic Medical College
USTM, Meghalaya.

Pharmacovigilance meeting-1 (2026)

Date:- 18/2/2026.

Venue:- Conference hall, block-4, IA Ayurvedic medical college.

Time:- 12.00 to 12.50 Pm.

Agenda:-

- ① Review of the minutes of the 4th pharmacovigilance meeting.
- ② Discussion on the status of ADR reporting.
- ③ Different methods of awareness activities on pharmacovigilance and ADR.

* Outcome of meeting till date:- NO ADRs cases found.
Till date.

Action taken:-

- ① To create awareness through different methods like - posters & notice boards in hospital.

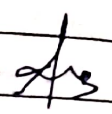
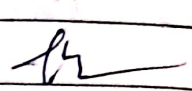
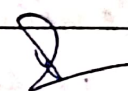
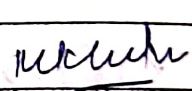
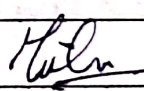
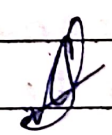
Resolutions:-

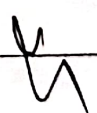
- ① Regular meeting will be conducted as per NCSSM guidelines.
- ② Awareness activities will be conducted to strengthen the pharmacovigilance committee.

The meeting end with vote of thanks to all members by Dr. Salka Debbarama (Co-ordinator)

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Meeting attended by.

<u>name.</u>	<u>Designation</u>	<u>Signature</u>
① Dr. Salka Debbarma.	Associate Prof (Co-ordinator)	
② Dr. Rukmanai Saikia.	DMs	
③ Dr. Aniket Das.	consultant / assist prof	
④ Dr. Mrganika Mishra.	Asst Prof	
⑤ Dr. Jankari Ahmed.	Asst. Prof.	
⑥ Dr. Mofida Khatun.	Assist. prof / consult	
⑦ Dr. Trishna Barua.	Asst. Prof.	
⑧ Dr. Chinmoyee Bhakuni.	Asst Prof	
⑨ Dr. Guceeny Frangeline Sutnga.	Consultant / Asst. Prof	


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