

**GOVERNMENT OF MEGHALAYA**  
**HEALTH & FAMILY WELFARE DEPARTMENT**  
**ORDERS BY THE GOVERNOR**  
**NOTIFICATION**

**Dated Shillong, the 9th May, 2025.**

**No. Health.102/2025/3:** The Governor of Meghalaya is pleased to constitute “**Shillong Medical College Pharmacovigilance Committee**” with the following members who may work in tandem with the Committee.

<b>S.L. No.</b>	<b>Department</b>	<b>Designation</b>
1	Professor & HoD, Pharmacology	Chairperson
2	Professor & HoD, Community Medicine	Secretary
3	Professor & HoD, Paediatric	Member
4	Professor & HoD, General Medicine	Member
5	Professor & HoD, Pathology	Member
6	Professor & HoD, Microbiology	Member
7	Professor & HoD, Obstetrics and Gynecology	Member

**Scope of work:**

1. Monitor and promote drug safety by collecting, assessing, and reporting adverse drug reactions (ADRs).
2. Facilitate spontaneous ADR reporting and submit to Pharmacovigilance Programme of India (PvPI).
3. Review ADR data for safety signals and recommend risk-minimization.
4. Train staff on ADR detection/reporting.
5. Advise on formulary updates and safety alerts.
6. Meetings on quarterly basis (or as needed).
7. Circulate minutes to college administration and PvPI.

The scope of work outlined above is not exhaustive and the Chairperson reserves the right to include additional tasks, responsibilities, or areas of focus as deemed necessary for the effective and successful execution of the Committee. Such additions may arise in response to emerging needs, unforeseen challenges, or evolving project requirements, and all concerned parties are expected to cooperate accordingly to ensure the overall objectives of the Committee are met in a timely and efficient manner.

Sd/-  
**(Dr. Joram Beda, IAS)**

Commissioner & Secretary to the Govt. of Meghalaya,  
Health & Family Welfare Department.

No. Health.102/2025/3- A

Dated Shillong, the 9<sup>th</sup> May, 2025

1. The P. S. to the Minister i/c Health & Family Welfare Department for kind information of the Minister
2. P.S. to the Principal Secretary to the Govt. of Meghalaya, Health & Family Welfare Department for kind information of Principal Secretary.
3. The Commissioner & Secretary to the Govt. of Meghalaya, Health & Family Welfare, Department.
4. The Additional Secretary to the Govt. of Meghalaya, Health & Family Welfare, Department.
5. The Joint Secretary to the Govt. of Meghalaya, Health & Family Welfare, Department.
6. The Director of Health Services (MI)/(DME)/ (MCH&FW), Meghalaya, Shillong for information.
7. The Director, DIPR for wide circulation in the print/ Electronic Media of the State.
- ✓ 8. The State Informatics Officer, NIC, Meghalaya, Shillong for information with a request to upload the notification in the Government website, the Health & Family Welfare Department and Shillong Medical College website.
9. Members concerned

By Order etc,



Deputy Secretary to the Govt. of Meghalaya,  
Health & Family Welfare Department.