

Dynamic / Functional Monthly Reporting Format of PMRU Society				
Name of Society :			Month :	
Sr. No.	Targets to be achieved	Time Frame	Action Taken by PMRU Society	Remarks
A	<u>COMPLIANCE</u>			
i	Monthly Meeting of PMRU	By 10th of Every Month		
ii	Annual Audit of PMRU	By 30th September		
iii	Auditing of the PMRUs by 30 th September of the year and Audit Report to be sent to NPPA subsequently			
iv	Convening meetings of the Executive Committee of the PMRU by 10 th of every month to monitor the progress.			
v	Convening meetings of the Governing Body of the PMRU twice in a year or more frequently			
vi	No. of cases for which data has been asked by NPPA and no reply has been given by the company			
B	<u>ENFORCEMENT ACTIVITIES</u>			
i	Collection of test samples of medicines at the retail market for monitoring of Notified prices and detection of violation of the DPCO, Price Compliance and ensuring availability of medicines	Within one week from the date of receipt of request from NPPA		
ii	Visit to Manufacturers/ Marketers/ CAs as per instruction of NPPA for validation / checking of certain information regarding pricing/ production/ sales etc.			
ii	Action on cases sent to Collector for recovery			
iii	Purchase of Test samples from the open market - on reference from NPPA			
iv	Purchase of Test samples from the open market - <i>suo moto</i>			
C	<u>Monitoring Activity</u>			
i	Monitoring the price movement of scheduled and non-scheduled formulations based on Forms returns filed by the industry			
ii	Shortage /Availability of medicines in the State/ District/ Specific area			
iii	Collection of Data and analysis thereof with relation to pricing and availability of drugs			
D	<u>FUND UTILISATION</u>			
i	Utilisation of funds by PMRUs through Expenditure Advance Transfer (EAT) module of Public Finance Management System (PFMS).			
ii	Utilisation Certificate (UC) in the form 12-A in respect of the Grant in aid given through Expenditure Advance Transfer (EAT) module of Public Finance Management System (PFMS)..			
E	<u>IEC ACTIVITIES</u>			
i	Public Awareness Activities (IEC)			

Note: PMRU Society Name and reporting Month is mandatory