



No. IPC/Admn./1143/2022

Dated: 11<sup>th</sup> October, 2024

**CIRCULAR**

The Competent Authority in Indian Pharmacopoeia Commission has approved Conducting Preventive Vigilance activities under Capacity Building Programs to impart Offline training to the employees of the Commission in accordance with of Central Vigilance Commission Circular No.08/08/24 dated 01-08-2024, on the following topics, as per the training scheduled mentioned below: -

Sl.No	Topics	Date	Timing
i)	Systems and Procedures of the organization	14.10.2024	<u>First session</u> 10:15 to 11:30 A.M <u>Break Time</u> 11:30 to 11:45 A.M <u>Second session</u> 11:45 to 01:00 P.M
ii)	Conduct Rules	18.10.2024	
iii)	Ethics and governance	21.10.2024	
iv)	Record Management	25.10.2024	

- The Venue of the training will be PvPI "Conference Room".
- The officers and staff are requested to attend the training session on scheduled date and time mentioned above.
- This issues with the approval of the Competent Authority.

*Manish Jain*  
(Manish Jain)

for Senior Administrative Officer

To,

All Regular Officers & Staff, Indian Pharmacopoeia Commission, Ghaziabad.

