

# PHARMACY COUNCIL OF INDIA

(Constituted under the Pharmacy Act, 1948)

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NEW DELHI - 110 002

Ref.No.14-170/2010-PCI

Dated: 05<sup>th</sup> Jan 2011

## Regd.

All Institutions approved by Pharmacy Council of India -

- 1) u/s 12 for Diploma/Degree course in Pharmacy.
- 2) for conduct of Diploma/Degree course.
- 3) for conduct of Pharm.D/Pharm.D (P.B.) course.

**Sub: Communication with PCI.**

Sir/Madam,

With reference to the subject cited above, I am directed to inform that Executive Committee in its meeting held in Oct, 2010 has observed that in some cases correspondence with PCI is done by the Secretary/Correspondent/Non-academic person on behalf of the institution instead of the principal.

In view of it, it was decided to instruct all the pharmacy institutions that all official correspondence with PCI shall be done by the Principal only. Correspondence done by a person other than the Principal will not be entertained by the PCI.

This is for necessary action & strict compliance.

Yours faithfully

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**(ARCHNA MUDGAL)**  
**Registrar-cum-Secretary**