



Indian Pharmaceutical Association

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AWARDS FOR BEST NPW ACTIVITIES/CELEBRATIONS BEST PHARMACY COLLEGE

To,
President/Secretary,
IPA Local/State Branch

Dear Sir/ Madam,

We hope you have started preparations for activities for NPW 2008-09 celebrations. This year, to encourage the propagation of the theme and to have a successful National Pharmacy Week 2008, with celebrations throughout the year, IPA has introduced few Awards for best NPW activities as under :

1. Best IPA State Branch Award
2. Best IPA Local Branch Award
3. Best Pharmacy College Award.

IPA will assess the various activities carried out/conducted, and decide upon the Awards - for activities during The Week, and also throughout the year, based on the reports received by us.. !

Please go through the Activity Guide, Guidelines for Branches for conducting NPW, and plan your activities accordingly.

In order to help us decide upon the awards for NPW this year we request you to duly and carefully fill the various reporting formats for NPW enclosed herewith.

These duly filled reporting formats, have to be sent to IPA HQ, before the various deadlines mentioned below, along with necessary supporting/proofs of the activities.

There are 3 different types of reporting formats and have to be filled as follows:

Sr. No.	Reporting Format Number	For reporting what?	Deadline for submission (Date by which IPAHQ should receive report)
1.	Br-RF-1	To report your consent to take part in	5 th November 2008

		the NPW celebrations along with a rough plan for activities proposed to be carried out for NPW – during the week and throughout the year.	
2.	Br-RF-2	To report the activities actually carried out during the week. (Any one week – Sunday-Saturday – from 2 nd November to 20 th December 2008. Preferably Nov 16-23.	31 st December 2008
3.	Br-RF-3	To report activities carried out every 4 months in the NPW year. A total of 3 reports (3A, 3B, 3C) have to be received in order to be judged for the award	
	Br-RF-3A	To report activities carried out in the 1 st Term/ Period i.e. 1 st November 2008 to 28 th February 2009	15 th March 2009
	Br-RF-3B	To report activities carried out in the 2 nd Term/ Period i.e. 1 st March 2009 to 30 th June 2009	15 th July 2009
	Br-RF-3C	To report activities carried out in the 3 rd Term/ Period i.e. 1 st July 2009 to 30 th October 2009. This should be accompanied by a Final Report, in which you can include a summary of the year's activities, any other relevant details that you would like to include, feedback, suggestions for next NPW etc.	15 th November 2009

For the purpose of awarding points, we have divided the various activities into core activities and non-core activities. Please note that though you are free to organize both kinds of activities, only the core activities will carry more weightage. Core activities are those which relate to the theme of this year's NPW, and it's Aims & Objectives.

Please feel free to contact us for ANY clarifications or assistance you need to understand the NPW or guidance to conduct various activities.

Here is wishing you all the best !

Shri. S D Joag,
| Hon. Gen. Secretary,
IPA