NO. SO(HP)3-3/2026
GOVERNMENT OF THE PUNJAB
HEALTH & POPULATION DEPARTMENT
1-BIRDWOOD ROAD LAHORE

Dated Lahore, the 2nd September, 2026.

NOTIFICATION

Subject: **GUIDELINES/SOPs FOR NARCOTIC THERAPEUTIC GOODS QUOTA ALLOCATION TO THE HEALTH FACILITIES IN PUNJAB**

In supersession of the Department letter bearing no. SO(HP)2-3/2019 dated 26.03.2021 and any other guideline(s) issued in this regard, the Competent Authority is pleased to notify following guidelines/ SOP's for Narcotic Therapeutic Goods quota allocation to the health facilities within Punjab.

1. Purpose:

To ensure the adequate, equitable, and uninterrupted availability of narcotic medicines/ therapeutic goods at hospitals across Punjab for legitimate medical use, including pain management, anesthesia, palliative care, and other essential clinical requirements, while maintaining appropriate regulatory control, accountability, and compliance with applicable laws and regulations.

2. Scope:

These guidelines are applicable to all Government & Non-Government health facilities within Punjab

3. Process of Annual Allocation of Narcotic Therapeutic Goods Quota:

3.1 Health Facility shall make annual demand of narcotic therapeutic goods to the Secretary Health & Population (**H&P**) Department and where applicable, shall submit empty vials/ ampoules of the respective narcotic therapeutic goods in the Medical Store Depot (**MSD**), Lahore, simultaneously. The MSD, Lahore, shall send one copy of the receipt of empties to the Section Officer Hospital Pharmacy. Narcotic quota of following therapeutic goods shall be issued to the health facilities, within Punjab:

I. Injection Morphine 15mg/ml
II. Injection Fentanyl 250mcg/5ml
III. Injection Pethidine 100mg/2ml
IV. Capsule Morphine 10mg
V. Capsule Morphine 30mg
VI. Fentanyl Patches 25mcg/hr
VII. Fentanyl Patches 50mcg/hr

Provided that the list of therapeutic goods may be revised and notified from time to time by Drug Control Wing, H&P Department, subject to the approval/ registration from Drug Regulatory Authority of Pakistan and Ministry of Interior & Narcotics Control, Islamabad.

3.2 Application shall be initially processed by the Drug Control Wing, H&P Department, through its Section (Hospital Pharmacy). The Complete consumption record along with requisite Performa shall be required from the Health Facility as part of application.

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3.3 The increased/ new demand of narcotic therapeutic goods from health facilities shall be supported by the data concerning hospitals, like beds, specialties, number of operations (Major/ Minor), operation theatres, emergencies, etc. for justification. In such cases, the applications shall be forwarded to the Chief Drug Controller for physical inspection through area Drug Inspector, who shall submit report within 15 days.

3.4 An evaluation committee comprising of following members shall scrutinize narcotic therapeutic goods quota allocation cases, and shall approve the allocation/ issuance of permit:

Director, Center for Disease Control, H&P Department	Convener
Additional Secretary (Drugs Control), H&P Department	Co-Convener
Deputy Secretary (Drugs Control), H&P Department	Member
Additional Project Director, HSIU, H&P Department	Member
Representative of HISDU, H&P Department	Member

3.5 Upon final recommendation of the afore-mentioned committee, further correspondence with the health facility shall be made by the Drug Control Wing through concerned section.

3.6 Based on the aforementioned quota allocation, the health facility shall approach Ministry of Interior & Narcotics Control, Islamabad for issuance of NOC in favor of the health facility.

3.7 After issuance of valid NOC by the Ministry of Interior & Narcotics Control, Islamabad in subject specific case, permit shall be issued by the Drugs Control Wing, equal to empty vials/ ampoules deposited at Medicine Store Depot, Lahore, for which no further scrutiny/ approval shall be required within the previously allocated quota against annual demand. Permit(s) issued shall be in-line with the allocation granted. In case of any loss or breakage, etc. health facility shall provide sufficient evidence and report to the Medical Store Depot for further verification.

3.8 The health facility shall approach supplier/ firm based on the following documents:

- Permit letter issued by Section (Hospital Pharmacy), Drug Control Wing, on the recommendation of the committee
- Original CDR against the allocated narcotic item in favor of relevant Firm/ Supplier
- Signature verification and attested photocopy of CNIC of deputed official for receiving of narcotic item with authority letter issued by the competent authority of the health facility
- NOC from Ministry of Interior and Narcotics Control, Islamabad

3.9 The health facilities shall not issue any of the allocated narcotic quota items to any institute/ entity/ health facility outside Punjab.

3.10 The subsequent allocation of narcotic items shall be based on previous consumption trend and compliance status of the health facility.

3.11 In case of any discrepancy, the case shall be presented before the committee as mentioned in 3.4.

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4. Disposal/ Destruction of Empties of Injections/ Expired Narcotic Therapeutic Goods

4.1 Disposal shall be strictly in accordance with ***WHO Guidelines for Safe Disposal of Expired Drugs.***

4.2 Each health facility shall submit previously consumed empties/ expired Narcotic therapeutic goods to Medical Store Depot Lahore, which shall get the disposal process done through the following committee:

General Manager, Government Medicine Store Depot, Lahore	Convenor
Drug Controller, Government Medicine Store Depot, Lahore	Member
Drug Inspector nominated by CDC, Punjab	Member

4.3 The disposal process shall be completed in personal presence of Convenor of the committee.

4.4 The Pharmacy Manager/ Chief Pharmacist of the concerned Health Facilities/ Authorized Officer or official shall maintain all relevant records/ register for the disposal of each and every narcotic therapeutic good on the format provided by H&P Department.

BY THE ORDER OF
SECRETARY
GOVERNMENT OF THE PUNJAB
HEALTH & POPULATION DEPARTMENT

NO. AND DATE EVEN:

A copy of the above is forwarded for information and necessary action to the: -

1. Director, Division of Controlled Drugs, Drug Regulatory Authority of Pakistan, Islamabad.
2. Section Officer (Controlled Substances), Ministry of Interior and Narcotics Control, Islamabad.
3. Director, Center for Disease Control, H&P Department.
4. Director, Healthcare Services Implementation Unit (HSIU), H&P Department.
5. Project Director, HISDU, H&P Department (with the request to share this letter with all concerned).
6. Director General, Directorate of Drugs Control, Punjab.
7. Chief Drugs Controller, Punjab.
8. Chiet Executive Officer, Punjab Healthcare Commission, Punjab (with the request to circulate the guidelines to all non-government/ Trust hospitals for uniform implementation across the board).
9. All Chief Executive Officers (District Health Authorities), Punjab.
10. General Manager, Medicine Store Depot, Lahore.
11. P.S.O to Secretary, H&P Department.
12. P.S.O to Secretary, Specialized Healthcare & Medical Education Department (with the request to circulate the guidelines to teaching hospitals for area of jurisdiction for uniform implementation across the board).
13. P.A to Additional Secretary (Drugs Control), H&P Department.
14. P.A to Deputy Secretary (Drugs Control), H&P Department.

02/09/26

SECTION OFFICER (HOSPITAL PHARMACY)

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