

DRUG TRANSFER ADVICE

Transfer of drugs – Transfer of Drugs from one store to another at the same level such as SDS to SDS, DDS to DDS or TU to TU level.

- I. Drug Transfer Advice (DTA)
- II. Issue Voucher DTA
- III. DTA Receipt

Process Overview (Drug Transfer Advice)

DTA is used for transferring of drugs between two same level stores. This process is used in such cases where the stock of drug at one store is in excess amount or the drugs are in near expiry date to be consumed quickly. Then the drugs are transferred to another same level store where the consumption is higher than the issuing store. So the excess/near expiry drugs can be consumed on time.

Path: Services -> Issue Dispatch -> Drug Transfer Advice

DTA CREATION

View

Store Name * SDS Mumbai

Draft Advice No/Advice Date: * - / -

+ Draft Transfer Advice(s)

Sl. No.	Drug Name	UOM	Store Name	Excess Qty.	Action(s)
No Record Found					

Remarks:

Mandatory Fields

+ Modify
- Delete
+ View

+ Add advice
+ Final Save
= Clear
- Back

Drug Transfer Advice Desk

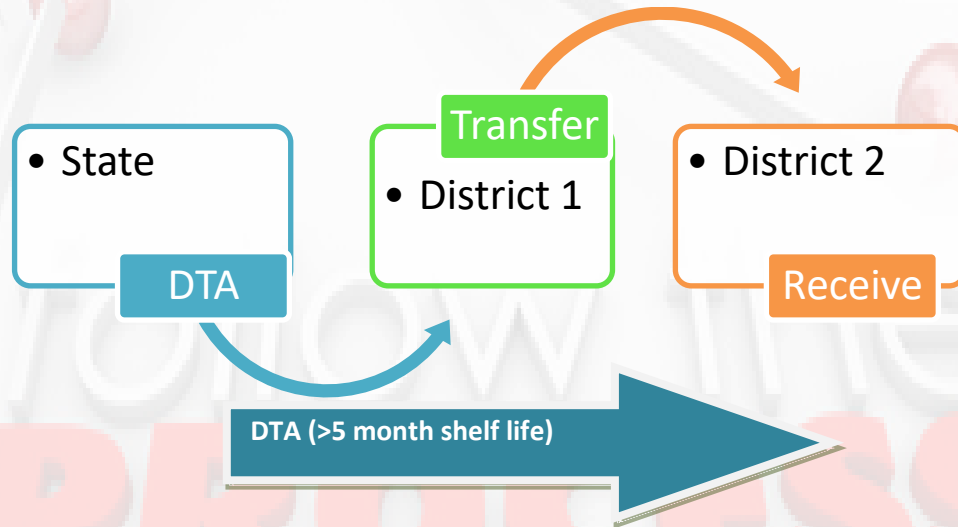
User Manual of DVDMS: TB



Glimpse Diagrammatic Flow of Drug Transfer Process

Issue of short-expiry drugs to other districts

As soon as a decision has been arrived at by the State as regards the quantity of drugs to be issued & diverted, immediate steps for preparation of Drug Transfer Advice shall be taken.



Necessary transportation & logistics arrangements shall be made for diversion from one DTC to other DTC or State Drug Stores. Once the DTA is finalized, based upon requirement & utilization assessment of each district, the DTOs need to accept these drugs. Ideally **at least 5 months shelf life** should remain before the drugs are diverted from one district to another district.

Steps to be follow:

1. Select the Store name.
2. Click on Add Advice button.
3. Select TB Category as First line or Second Line.
4. Select Drug name to be transferred.
5. Select the transferring store name, which will transfer the drug.

DTA CREATION

Store Name : * SDS Mumbai
Draft Advice No./Advice Date : * - / -
View

Draft Transfer Advice(s)

Sl. No.	Drug Name	UOM	Store Name	Excess Qty.	Action(s)
No Record Found					

Drug transfer advice >> Add

*TB category: Anti Tb
*Drug Name: Delamanid 50mg [PC83]
*Unit Name: Tablet

Transferring Store(s)

#	Store Name	Available Stock [A]	Expired Within 3/9 months [B]	Utilization (Last 3 Months) [C]	Buffer Stock [D]	Consumed Till Date (Current Month) [E]	Excess Qty. [(A+E)-(C/3*D)]	DTAs Qty.	Transfer Qty. (Normal)	Transfer Qty. (Near to Expiry)
☐	DDS Andheri West	112	0/0	0	7	0	112	0		
☐	DDS Ball Bazar Road	0	0/0	0	7	0	0	0		
☐	DDS Bandra East	0	0/0	0	7	0	0	0		
☒	DDS Byculla	50105381	0/0	0	7	0	50105381	0	10	0
☐	DDS Chembur	0	0/0	0	7	0	0	0		
☐	DDS Colaba	0	0/0	0	7	0	0	0		

Total Transfer Qty: 10 (Normal)
Total Transfer Qty: 0 (Near To Expiry)
Total Transfer Qty: 10

6. Two types of stock shown in table:
- Available Stock at the store, (Column A)
 - Stock to be expired within 3 to 9 months.(Column B)

The storekeeper shall strictly follow FEFO (First-Expiry-First-Out) principles. However it is also expected to exercise due prudence in case of short expiry drugs, wherein the distribution shall be on a rational basis keeping in view the utilization pattern of each district to ensure timely consumption of such close to expiry drugs.

- To transfer near expiry stock, enter the transfer quantity into 'Near to Expiry' column.
- To transfer normal/excess stock, enter the transfer quantity into 'Normal' column.
- If the near expiry stock is present at the store, then the system will allow user to enter the quantity in 'Near To Expiry' column first. Then the rest of the quantity can be entered in 'Normal' column.

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10. In Receiving store table, enter the receiving quantity in front of the Receiving store name.

Transferring Store(s)

#	Store Name	Available Stock [A]	Expired Within 3/9 months [a]	Utilization (Last 3 Months) [c]	Buffer Stock [D]	Consumed Till Date (Current Month) [E]	Excess Qty. [(A+E)-(C/3*D)]	DTAs Qty.	Transfer Qty. (Normal)	Transfer Qty. (Near to Expiry)
☐	DDS Andheri West	112	0/0	0	7	0	112	0		
☐	DDS Ball Bazar Road	0	0/0	0	7	0	0	0		
☐	DDS Bandra East	0	0/0	0	7	0	0	0		
☒	DDS Byculla	50105381	0/0	0	7	0	50105381	0	10	0
☐	DDS Chembur	0	0/0	0	7	0	0	0		
☐	DDS Colaba	0	0/0	0	7	0	0	0		

Total Transfer Qty: 10 (Normal) Total Transfer Qty: 0 (Near To Expiry) Total Transfer Qty: 10

Receiving Store(s)

#	Store Name	Available Qty. [A]	Expired Within 3/9 months [a]	Utilization (Last 3 Months) [c]	Buffer Stock [D]	Consumed Till Date (Current Month) [E]	Excess Qty. [(A+E)-(C/3*D)]	Receiving Qty. (Already Advised)	Receiving DTAs Qty.	Receiving Qty. (Normal)	Receiving Qty. (Near to Expiry)
1.	DDS Andheri West	112	0/0	0	7	0	112	0	0	10	0
2.	DDS Ball Bazar Road	0	0/0	0	7	0	0	0	0	0	0
3.	DDS Bandra East	0	0/0	0	7	0	0	0	0	0	0
4.	DDS Chembur	0	0/0	0	7	0	0	0	0	0	0

11. Click on Draft Save.

12. Users can also Modify (M), View (V) or Delete (D) this request.

DTA CREATION

Store Name: SDS Mumbai Draft Advice No/ Advice Date: 10502500011 / 20-Jun-2025 View

Draft Transfer Advice Saved Successfully

Sl. No.	Drug Name	UOM	Store Name	Excess Qty.	Action(s)
1.	Delamanid 50mg [PC63]	-	DDS Byculla	10	M V D

Remarks:

Modify, Delete, View

Add advice, Final Save, Clear, Back

13. To add advice for other drugs, click on Add Advice and repeat the process. Click on the “**Final Save**” button to generate the advice. Once final saved the advice cannot be modified.

14. System will generate the voucher. User can Save and Print the voucher

Print Date And Time: 20-Jun-2025 16: 09 User: homechull Government of India | Central Tuberculosis Division I-D

DTA Creation (DTA) No.: 10502500040 Dated: 20-Jun-2025

Name of State (SDS)/District: DDS Byculla
Full Name of STO/DTO: -
Office Phone of STO/DTO (PL include STD Code): -
Please ensure transfer of anti TB drugs to: DDS Andheri West; -
(Name of State/District with complete Address and Phone No.) under the charge of Dr.-(Name of STO/DTO), as per the details below, under advice to us.

S. No. (s)	Item Name (s)	UOM	Quantity	Batch No. (s)	DOE
1	Delamanid 50mg [PC63]	-	10	120620254	30-Jun-2026

Authorized Signatory: Date: Notes: --

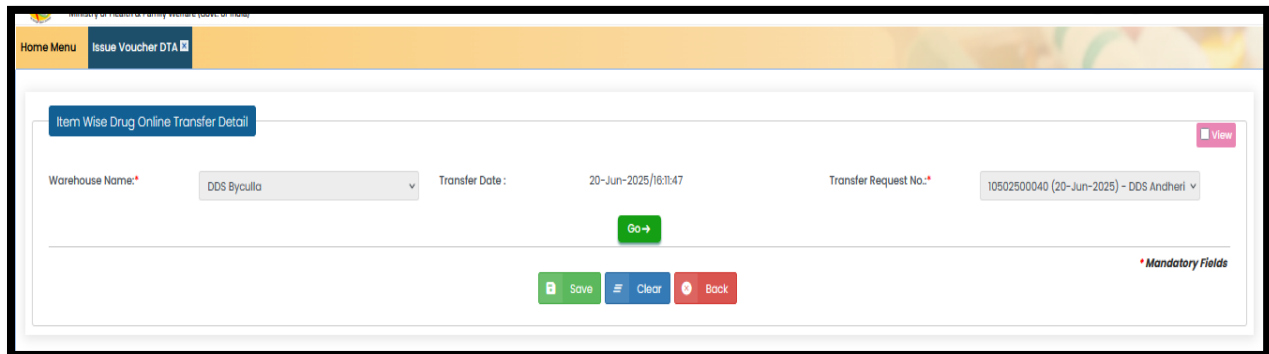
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Issue Voucher DTA

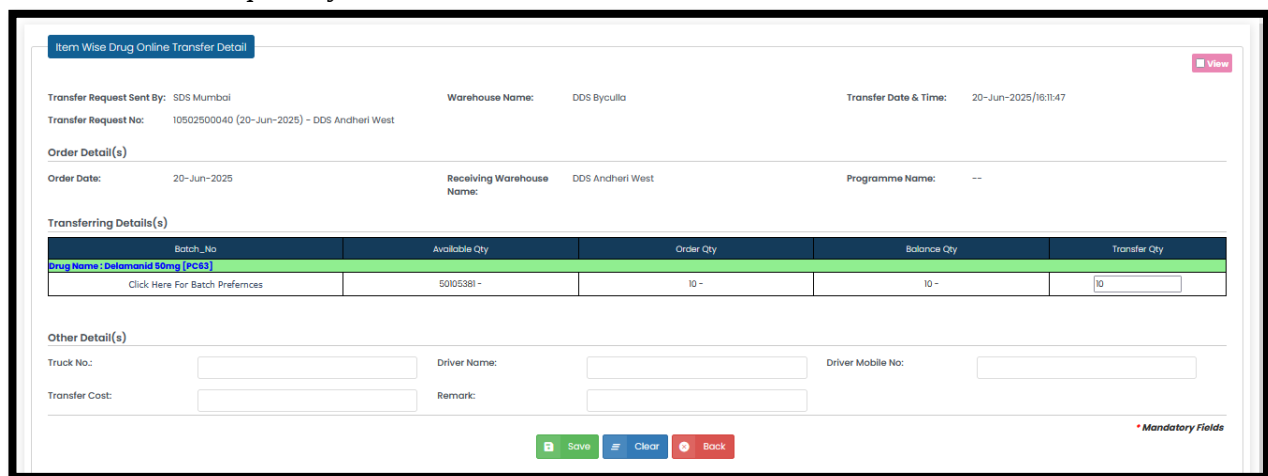
When the advice generating store has raised the advice, the issuing store will issue the drugs against the advice through Issue Voucher process.

[Path: Services -> Issue Dispatch -> Issue Voucher DTA](#)



Steps to follow:

1. Login with Issuing Store Id.
2. Go to Issue Voucher DTA.
3. Select the Store Name.
4. Select the Transfer Request Number (Shown with Receiving Store Name) & Click on GO
5. Select the Near Expiry Batch which is shown in pink color.
6. Enter the quantity to transfer.



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7. Click on 'Save' button and system will generate the Issue Voucher.

20-Jun-2025 16:23

Government of India,
National Tuberculosis Elimination Programme,
Ministry of Health & Family Welfare
Nirman Bhavan, New Delhi - 110 011
011-2222441
abctb[.]gmail[.]com
011-222442

Transfer No: 1051250094 Transfer Date: 20-Jun-2025
From store name: DDS Byculla To store name: DDS Andheri West
Order No: 10502500040 Order Date: 20-Jun-2025
Demand No: 10502500011 Demand Date: 20-Jun-2025
Programme Name: --

S.No.	Drug Name	Batch No	Expiry Date	Rate/unit	Transfer Qty	Cost(rs.)
Funding Source Name: Domestic Fund - DF						
1	Delamanid 50mg [PC63]	120620254	Jun/2026	0.00/-	10 -	0.00
Total_cost(rs)						0

Received_by _____ Dds_Byc (dds_byc)
Transferred_by _____

8. To view or Cancel a record, click on View/Cancel.

9. Select the record and system will show the details.

10. To cancel the record, enter the remarks and click on 'Delete'.

11. Click on Print button to print the voucher.

Item Wise Drug Online Transfer Detail View

Warehouse Name: DDS Byculla From Date: 20-Jun-2025 To Date: 20-Jun-2025
Go →

Transfer Details(s)

#	Transfer_no	Transfer_date	Transfer_to	Programme_Name	Order_no	Order_date
1	1051250094	20-Jun-2025 16:23	DDS Andheri West	--	10502500040	20-Jun-2025 16:09:34

Item Details(s)

Item_Name	Batch_No	Expiry	Transfer_qty	Rec_qty	Cost(rs.)
Delamanid 50mg [PC63]	120620254	Jun/2026	10 -	0 -	0.00

Remark:

* Mandatory Fields

Print Delete Clear Back

User Manual of DVDMS: TB



DTA Receipt

As the drugs are issued from the store, the receiving store can now acknowledge the drugs through DTA receipt process.

[Path: Services-> Issue Dispatch -> DTA Receipt](#)

Steps to follow:

1. Login with Receiving Store Id.
2. Go to DTA Receipt.
3. Select the record and click on Acknowledge.

Item Wise Transfer Acknowledge Desk

27 All

15 AckPending

12 Closed

Show 10 entries

Search:

ACK BY	REQUEST TYPE	WAREHOUSE NAME	GR NO	TRANSFER DATE	REQUEST NO & DATE	PROGRAMME NAME	STATUS	ACTION
DDS Andheri West	Transfer Request	DDS Byculia	1051250094	20-Jun-2025	1050250001/20-Jun-2025	--	Acknowledge-Pending	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250080	13-Jun-2025	1050250001/13-Jun-2025	--	Closed	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250077	12-Jun-2025	1050250001/12-Jun-2025	--	Closed	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250068	12-Jun-2025	1050250004/12-Jun-2025	--	Closed	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250062	12-Jun-2025	1050250004/12-Jun-2025	--	Closed	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250061	12-Jun-2025	1050250004/12-Jun-2025	--	Acknowledge-Pending	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250060	12-Jun-2025	1050250004/12-Jun-2025	--	Acknowledge-Pending	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250059	12-Jun-2025	1050250004/12-Jun-2025	--	Acknowledge-Pending	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250058	12-Jun-2025	1050250004/12-Jun-2025	--	Acknowledge-Pending	 
DDS Andheri West	Transfer Request	DDS Byculia	1051250057	12-Jun-2025	1050250004/12-Jun-2025	--	Acknowledge-Pending	 

Showing 1 to 10 of 27 entries

Previous 1 2 3 Next

4. Enter the Received quantity.
5. If the received quantity is less than the issued quantity, the difference can be entered in Shortage Quantity.
6. If the package has been damaged during transport, the quantity can be entered into Damage Quantity column.

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Item wise Transfer Acknowledge>>Acknowledge

Receiving Warehouse Name : DDS Andheri West Request Type : Transfer Request Request no : 10502500011

Request Date : 20-Jun-2025 Programme Name : -- Remark : --

Transferred By : DDS Byculia Transferred Date: 20-Jun-2025 Transferred No : 1051250094

Other Detail(s)

Truck No : -- Driver Name : -- Driver Mobile No : --

Transfer Cost : 0.00

To Be Acknowledge Drug Details

Drug Name	Batch No.	Total Transferred Qty	To be Acknowledged qty	Receive Qty	Bkg/short Qty	Balance Qty	
Delamanid 50mg [PC63]	120620254	10 -	10 -	10	0	0 No.	Ab

Remark:

* Mandatory Fields

7. Click on 'Save' button.
8. The system will generate the voucher. The drugs are now received and have been entered into inventory successfully.

20-Jun-2025 16:32

Government of India,
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Nirman Bhavan, New Delhi - 110 011
011-2222441
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011-222442

**Transfer Acknowledge Detail
(DDS Andheri West)**

Ack No/Date : 10/20-Jun-2025 Request No/ Date : 10502500011/20-Jun-2025

Transfer by : DDS Byculia Transfer No/Date : 1051250094/20-Jun-2025

Programme Name : --

Order No/Date : 10502500040/20-Jun-2025

S.No.	Drug Name	Batch No.	Expiry Date	Manufacturer Name	Issued / Balance Qty	Receive / Breakage Qty	Receive Cost
Funding Source Name : Domestic Fund - DF							
1	Delamanid 50mg [PC63]	120620254	Jun/2026	Abstem Technologies Up	10 / 0 -	10 / 0 -	0.0000

Total Cost (Rs.) 0
(Zero Rupee Only)

Total Cost (words)

Received By:
(DDS Andheri West)

Transfer By:
(DDS Byculia)

User Manual of DVDMS: TB

