No. /QMC/2010/1 Dated: 11.10.2010

**Sub: Minutes of the QM meeting with HODs/Mission Heads and Quality Managers through**

**Video Conferencing on 6th Oct. 2010 at 11 AM.**

Sir,

I am directed to enclose herewith the approved minutes of the above meeting for your

kind perusal and needful at your end. It is requested that the minutes may kindly be circulated to

all the Quality Managers/Supervisory officers of your Region/Mission and other concerned

officers at your end.

It is also requested that an action taken report on the indicated action points of the

minutes may kindly be forwarded to this office for further needful.

This letter is issued with the approval of the ADG & HoD, ERO and Chairman, QMC.

Encl: As above

Yours faithfully,

(G. Das Gupta)

Director, QM Cell

For ADG & HoD, ERO and Chairman, QMC

No. /QMC/2010/1 Dated: 11.10.2010