



QUALITY CIRCLE FORUM OF INDIA

(A Non-profit, National body for propagation of concept and philosophy of quality with Quality Circle as an integral part. Registered under A.P. Public Societies Act, 1350 F)

KOLKATA CHAPTER

C/o. The Association of Engineers, India

24, Netaji Subhas Road, 1st Floor, Kolkata - 700 001.

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Ref. QCFI/KOL/AGM/2019-20/310720

Dated : 16 July 2020

TO ALL MEMBERS OF QUALITY CIRCLE FORUM OF INDIA, KOLKATA CHAPTER

Dear Members,

Re : THIRTY FOURTH ANNUAL GENERAL MEETING OF QUALITY CIRCLE FORUM OF INDIA, KOLKATA CHAPTER: NOTICE

Notice is hereby given in accordance with Clause No.4 of the Constitution of QCFI that 34th Annual General Meeting (AGM) of Quality Circle Forum of India, Kolkata Chapter will be held on Friday, 31st July 2020 from 6-30 p.m. on Zoom digital platform, to transact the following :

1. Consideration and adoption of the Minutes of 33rd Annual General Meeting held on 25th July 2019 at the Conference Room of Ordnance Factory Board, Esplanade East, Kolkata
2. Consideration and adoption of the Annual Report of Activities of Kolkata Chapter for the period: 1st April 2019 to 31st March 2020.
3. Audited Income & Expenditure Account, Balance Sheet, Receipt & Payment Statement and Auditor's Report for the Financial Year: April 2019 to March 2020. In this regard, it is being informed to all members that due to COVID-19 Lockdown in force from 25th March 2020 to 31st May 2020, Office of QCFI, Kolkata Chapter as well as the office of our Auditor (M/s. Ghosal Barnwal & Co.) remained closed. Consequently generation of Audited Reports and Final Accounts will be made tentatively by end of August 2020. With the generation of Audited Reports, the same will be uploaded on our website : www.qcfikol.com for information to all members. Due email communication will be made to you in time. However, a token Consideration and Adoption of the Audited Final Accounts will be made based on the summary of all financial transactions made during 2019-20 on 31st July 2020.
4. Election of Governing Council Meeting as per Clause 5.3 of the Constitution of Quality Circle Forum of India was held on 19th July 2018 . As the Elected Body of the Governing Council Members remains valid for three successive years, next Election of the G. C. Body of Kolkata Chapter will be held in the year 2021.

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CHAPTERS, SUB CHAPTERS & CENTRES OF QCFI:



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5. Appointment of Auditors for the Financial Year : April 2020 to March 2021 and Finalization of Professional Fees.

We enclose herewith Minutes of 33rd Annual General Meeting held on 25th July 2019. Activities of Kolkata Chapter for the period: 1st April 2019 to 31st March 2020 will be shown on slide presentation on 31st July 2020 during AGM Proceedings.

We sincerely request you to attend the 34th Annual General Meeting of QCFI, Kolkata Chapter on Friday, 31st July 2020 from 6-30 p.m. on Zoom digital platform. The link to the Zoom Programme of AGM will be sent to you by email in time.

Thanking you,

With regards,

Sd/-

JOYDEV SEN GUPTA
Honorary Secretary
Quality Circle Forum of India, Kolkata Chapter
Mobile: 9830320935

Enclosure : Minutes of 33rd AGM of QCFI, Kolkata Chapter