



QUALITY CIRCLE FORUM OF INDIA – KOLKATA CHAPTER

Ref : QCFI/KOL/AGM/17

Date : 20th June 2017

Dear Member,

**RE : THIRTY-FIRST ANNUAL GENERAL MEETING OF
QUALITY CIRCLE FORUM OF INDIA, KOLKATA
CHAPTER – 27th JULY 2017 : NOTICE**

Notice is hereby given in accordance with clause No. 4 of the Constitution of QCFI that the 31st Annual General Meeting (AGM) of Quality Circle Forum of India, Kolkata Chapter will be held at 15.00 hrs. on Thursday, 27th July 2017 at the Conference Room of Ordnance Factory Board, 6 Esplanade East, Kolkata -700 069, to transact the following :

1. Consideration and adoption of the Minutes of 30th Annual General Meeting held on 24th August 2016 and circulated, vide AGM Notice dated 5th July 2016.
2. Consideration and adoption of Annual Report on activities of the Chapter for the period : 1st April 2016 to 31st March 2017.
3. Consideration and adoption of the audited Income & Expenditure Account, Balance Sheet, Receipts & Payment Statement and Auditor's Report, from April 2016 to March 2017.
4. Appointment of Auditors for the period April 2017 to March 2018.
5. Consideration of Resolutions for which 21 days notice has been given, admitted and allowed by the Chairman.

Since, in the 29th AGM a 12 Member G. C. Body was formed for 3 years, viz upto 2017-18, as per Rule of the Constitution, the question of election of G. C. Member does not arise before June 2018. The 4 Special Invitees for the year 2017 – 18 will be selected by the Executive Body in a meeting on a separate day after the AGM and intimated to the concerned members.

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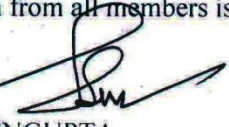
Date : 20th June 2017

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Members who will attend the meeting are requested to inform the Secretariat by 14th July 2017 so that necessary Gate Pass can be made ready.

Co-operation from all members is solicited.

Yours truly,


JOYDEV SENGUPTA
DIRECTOR-QCFI &
Sr. Hony Joint Secretary – QCFI, Kolkata Chapter
(Mob : 9830320935)


S. C. DEY
Sr. Hony Joint Secretary
QCFI, Kolkata Chapter
(Mob : 9830276759)

Enclosure :

- Programme
- Activities 2016 - 2017
- List of Governing Council Members 2016 – 2017
- Extract of Constitution of Quality Circle Forum of India : Clause 5.3

Distribution :

- President, QCFI
- Executive Director
- Chairman, Kolkata Chapter
- Vice Chairmen, Kolkata Chapter
- All Members of Kolkata Chapter

THIRTY-FIRST ANNUAL GENERAL MEETING
QUALITY CIRCLE FORUM OF INDIA
KOLKATA CHAPTER

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VENUE

CONFERENCE ROOM OF
ORDNANCE FACTORY BOARD
6, ESPLANADE EAST
KOLKATA

DATE & TIME

THURSDAY, 27TH JULY 2017 AT 15.00 HRS.

PROGRAMME

1. Welcome address
2. Consideration and adoption of MOM of last AGM
3. Consideration and adoption of Activity Report
4. Consideration and adoption of audited Income & Expenditure Account.
6. Appointment of Auditor
7. Vote of thanks

EXTRACT OF THE CONSTITUTION OF
QUALITY CIRCLE FORUM OF INDIA – CLAUSE 5.3

5. CHAPTERS

5.3 Every Chapter shall be managed by a Chapter Council consisting of a Chairman, Secretary & Treasurer and nine other members.

ACTIVITIES - KOLKATA CHAPTER – APRIL 2016 – MARCH 2017

Sl No.	Programme & Activities	Total																														
1.	Training & Innovative Programmes at Hotels & Venue: <table border="0" style="width:100%"> <tr> <td style="text-align:center"><u>Programme</u></td> <td style="text-align:center"><u>Participants</u></td> <td></td> </tr> <tr> <td>a) Post CCQC 2017 Workshop- 31.10.2016</td> <td style="text-align:right">31</td> <td></td> </tr> <tr> <td>b) CCQC 2017 – 27.09.2016</td> <td style="text-align:right">414</td> <td></td> </tr> </table>	<u>Programme</u>	<u>Participants</u>		a) Post CCQC 2017 Workshop- 31.10.2016	31		b) CCQC 2017 – 27.09.2016	414		2																					
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3.	Innovative like Judges service, TV programme, Convention, etc. <table border="0" style="width:100%"> <tr> <td>a) Judges Service – GRSE</td> <td style="text-align:right">1</td> <td></td> </tr> <tr> <td>b) Judges Services – Jaya Shree Textiles</td> <td style="text-align:right">1</td> <td></td> </tr> <tr> <td>c) NCQC – Judges Services from Kolkata Chapter</td> <td style="text-align:right">1</td> <td></td> </tr> <tr> <td>d) Meet the G. C. Members by President & Executive Director of QCFI in Kolkata</td> <td style="text-align:right">1</td> <td></td> </tr> <tr> <td>d) Awareness at Schools</td> <td style="text-align:right">6</td> <td></td> </tr> <tr> <td>e) GMP Awareness in Emami Limited</td> <td></td> <td></td> </tr> <tr> <td>f) Annual Get Together of G.C. Member</td> <td style="text-align:right">1</td> <td></td> </tr> </table>	a) Judges Service – GRSE	1		b) Judges Services – Jaya Shree Textiles	1		c) NCQC – Judges Services from Kolkata Chapter	1		d) Meet the G. C. Members by President & Executive Director of QCFI in Kolkata	1		d) Awareness at Schools	6		e) GMP Awareness in Emami Limited			f) Annual Get Together of G.C. Member	1		11									
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**GOVERNING COUNCIL OF KOLKATA CHAPTER
FOR THE YEAR 2016-2017**

Patron-in-Chief : D.G.O.F. & Chairman, Ordnance Factory Board
 Patron : Rear Admiral A. K. Verma, VSM IN (Retd.), *C&MD, Garden Reach Shipbuilders & Engineers Limited.*
 Council of Advisors : Shri Anupam Anand, *Director – HR, Hindustan Copper Limited*
 Shri Rupak Baruah, *Group CEO, AMRI Hospitals*

01	Dr. Goutam Sengupta	Chairman	Vediocon Group
02	Shri P. K. Saha, IOFS(Retd)	Sr. Vice Chairman	Individual Life
03	Shri P.K.Maitra. IOFS(Retd)	Sr. Vice Chairman	Individual Life
04	Shri A. K. Dasgupta	Hony. Gen. Secretary	Individual Life
05	Shri S. C. Dey, IOFS(Retd.)	Hony.Sr.Jt. Secretary	Individual Life
06	Shri Joydev Sengupta	Hony.Sr. Jt. Secretary	Individual
07	Shri Jayanta Basu	Hony. Jt. Secy	Individual Life
08	Shri S.K.Majumdar,IOFS(Retd)	Jt. Hony Treasurer	Individual
09	Shri S. C. Pal	Jt. Hony.Treasurer	Individual Life
10	Shri Jayanta Sen	Member	Individual Life
11	Shri J. Dhar	Liaison(Event Mgmt)	Individual Life
12	Shri A.K. Ghosh, IOFS(Retd.)	Internal Auditor	Individual Life

SPECIAL INVITEES OF G. C. BODY

1.	Ms. Keya Sinha	Chief Editor- Newsletter “UTKARSHA”	Principal - National Gems Higher Secondary School
2.	Shri P. S. Bhattacharjee	Individual Life Member -QCFI	Ex General Manager – HR & A, Hindustan Copper Limited
3.	Shri J. N. Putatunda	Individual Life Member -QCFI	Ex – HOD-HR&A, Mother Dairy Calcutta
4.	Shri Bireswar Banerjee	Individual Life Member – QCFI	Specialist in Rubber Technology