



QUALITY COUNCIL OF INDIA

MINUTES OF THE 68th GOVERNING BODY MEETING OF QCI HELD ON SEPTEMBER 28, 2022

The meeting of the 68th Governing Body was held on September 28, 2022, through Video Conferencing mode at 1100 Hrs.

The list of members who attended the meeting is annexed at Annexure –A (Page No. 12)

Welcome Note

The Chairperson and Secretary General, QCI welcomed all the members present on the virtual platform and confirmed the quorum for the meeting. The Secretary General invited Sh. Adil Zainulbhai, Chairperson, QCI for his opening remarks before the beginning of the formal agenda. The Chairperson thanked the members for joining the meeting and expressed his eagerness to meet all in person. He informed the members that QCI has been getting and delivering some extraordinary work because of its reputation to work in extremely stringent timelines and in a quality conscious manner. This has been serving the organisation well and helping the government achieve which was difficult to accomplish within the given timelines through other organisations. QCI has been able to take on these challenges without extensive business development activities primarily due to its credentials of responsiveness. He further informed the members that QCI is in a much better financial position and that has enabled it to undertake and invest into new activities and opportunities which are important for national development.

The Chairperson, QCI informed the members that QCI is celebrating 25 years of its existence and requested all the members to be a part of the silver jubilee event being organised by QCI. He further informed the members that QCI is approaching this milestone not only as a celebration but also as a steppingstone for the next 25 years.

The Chairperson, QCI thanked the new Chairperson of Finance Committee Ms. Dipali Khanna for her exemplary service as erstwhile member of Finance Committee and appreciated her contribution to process improvement initiatives and structuring the QCI financial activities for the past close to two years. He informed the members that since 2014, QCI has received clean reports on CAG Audits and has also been able to address and resolve all the prior period queries, which was not the case till 2014. He also recorded appreciation for Sh. Aditya Natraj, Member, Finance Committee.

The Chairperson welcomed and introduced to the Governing Body, Sh. Vipin Sondhi, Chairperson, NBQP & Former MD & CEO, Ashok Leyland & JCB India and thanked him for agreeing to take up this important position.

The Chairperson, QCI requested the Secretary General to take up the formal discussion on the agenda.

The members were shown a glimpse of various activities undertaken by QCI boards and divisions during the reporting period through a short video.

a. Adoption of Agenda

The agenda was adopted with the permission of the Chair.

b. Confirmation of the Proceedings of the 67th Governing Body Meeting

The proceedings of the 67th Governing Body meeting held on July 04, 2022, were confirmed and approved by the Governing Body members, since no comments were received from any member.

c. Action taken on the Proceedings of the 67th Governing Body Meeting

The 'Action Taken Report' on the proceedings of the 67th Governing Body meeting circulated to all members was noted by the Governing Body. It was informed that all actions, wherever required were duly taken.

I. Items for consideration and approval of the Governing Body:

Item No. 68.1.1 : To consider and approve the Annual Report for the FY 2021-22

The Secretary General placed before the Governing Body, the Annual Report of QCI for the Financial Year 2021-2022, giving details of the activities of various Boards/Divisions/Cells/Departments for its consideration. It was informed that after the concurrence by Governing Body the same shall be placed before the Governing Council for its concurrence.

The Secretary General also appraised the members that the Annual Report along with Audited Annual Accounts Statement after the approval of Governing Council shall be forwarded to DPIIT for placing before both houses of Parliament.

The Governing Body concurred with the annual report and recommended for its placing before Governing Council for its approval.

Item No. 68.1.2 : To consider Audited Annual Accounts along with Statutory Auditor's Report for the period April 01, 2021, to March 31, 2022

The Secretary General, QCI apprised the members that the Audited Annual Accounts of QCI for the Financial year 2021-2022 have been finalized and the same are placed (on table) before the Governing Body for its consideration and on concurrence of the same, it shall be placed before the Governing Council for approval.

The Secretary General, QCI invited Ms. Dipali Khanna, Chairperson, Finance Committee, QCI to brief the members on the financial results of the organization for the year ending March 31, 2022. Ms. Dipali Khanna appraised the members that the Financial Statements 2021-22 indicate

robust financial position with the gross receipts of Rs. 322 Crore (higher than the previous year by approx. 37%). The surplus of Rs. 109 Crore is higher by approx. 20% as compared to the previous year of Rs. 85 Crore. She informed the members that QCI has received a qualification free audit report for the financial year ending March 31, 2022.

She further informed the members on the recommendations by Auditors which includes focus on updating QCI Service & Finance Manual, Implementation of ERP, Formulation of new SOP's, formalizing an investment policy, planning of expenditure of accumulated surplus and Sundry Debtors position to be improved among others. The Finance Committee shall focus going forward on the issues mentioned above.

Sh. Gaurav Gupta, Manager, Walker Chandiok & Co. LLP, Statutory Auditors of QCI presented the Audit Report of QCI for the Financial Year 2021-2022 and briefed the members on the approach, methodology, observations, and recommendations of the statutory audit.

Sh. P.R. Mehta, Chairperson, NABET sought clarification from the auditors on the mention of FCRA permission in the audit report. He enquired that since this was the case of receipt of payment for technical services rendered by QCI to Niti Aayog and paid by Bill & Melinda Gates Foundation, it wouldn't fall under the purview of FCRA. The auditor confirmed that they have verified the same and have recorded the same observation that in the audit report as per the confirmation from Niti Aayog and thus QCI has been compliant in this regard.

The Chairperson, QCI mentioned that to eliminate the possibility to recurring modifications and changes, a committee may be formed to thoroughly study the manual and propose final changes in the Service and Finance Manual and present the same to the Governing Body for its approval.

The Governing Body noted the above and approved the financial statements and Audit Report of QCI for the Financial Year 2021-22.

Item No. 68.1.3 : To approve the filing of Form No. 10 under Section 11(2) of the Income Tax Act, 1961

The Secretary General, QCI informed the members that as per Section 11(2) of the Income Tax Act 1961, the form No. 10 must be filed declaring the surplus of Rs. 1,10,98,12,323 (being 34% of the total receipts during the year) for the Financial Year 2021-2022 for the following purpose:

- a) National Quality Campaign
- b) Purchase and Construction of Office Building
- c) Towards the Charitable purpose of the Trust

The Secretary General, QCI also informed that the same has been verified

by the Statutory Auditors and upon authorization by the Finance Committee the form is to be submitted to Income Tax Department on or before September 30, 2022.

Sh. P.R. Mehta, Chairperson, QCI recommended that QCI must initiate a plan for utilization of surplus amount for next 5 years. The Secretary General, QCI informed that QCI has certain activities planned for the 25th year of QCI which shall help in utilizing the surplus funds and be rightfully invested in impactful activities.

The Governing Body considered and approved the same.

Item No. 68.1.4 : To consider appointment of Statutory Auditors for the Financial Year 2022-23

The Secretary General, QCI informed the members that the current statutory auditors of the company i.e. Walker Chandiook & LLP have completed a term of 4 years and QCI had initiated a process for appointment of a new auditor for the Financial Year 2022-23.

After evaluating the applications received, the Finance Committee in its meeting held on September 22, 2022, has recommended that M/s T R Chaddha & Co. LLP be appointed as Statutory Auditor for the Financial Year 2022- 2023. The remuneration of the Statutory Auditor has been agreed at Rs 6.10 lakh for audit including the fee for preparation and filing of Form 10B under Income Tax Act, 1961 and excluding out of pocket expenses.

The Governing Body considered and approved the same.

Item No. 68.1.5 : To approve nomination of Chairperson, NBQP

The Secretary General, QCI informed the members that based on the nominations received from Industry Associations and Governing Council members and after following the due process, the Chairperson, QCI has nominated Sh. Vipin Sondhi, former MD & CEO, Ashok Leyland and JCB India, as Chairperson, NBQP Board.

He invited Sh. Vipin Sondhi to share his views and comments on initial discussions with NBQP and QCI and share his thoughts. Sh. Vipin Sondhi congratulated QCI for promoting quality of life which has potential to reach every single citizen of the country, the creditability and agility of the teams has contributed a lot to all the stakeholders. He also congratulated QCI for completing 25 years and mentioned that India@100 should be an important benchmark for laying out our goals.

The Governing Body approved the appointment of Sh. Vipin Sondhi as Chairperson, NBQP.

Item No. 68.1.6 : To approve the opening of Demat Account

The Secretary General, QCI informed the members that in the financial year 2021-22, QCI has made investments in the form of equity shares in two (2) companies registered under the Companies Act, 2013, namely, Unnati Employment Network (UEN) and Open Network for Digital Commerce (ONDC). To enable QCI to hold these shares in a dematerialized form, a Demat account is required to be opened.

The Governing Body, QCI authorized Dr. R.P. Singh, Secretary General, QCI to complete all formalities, sign, execute, submit all documents, authorize, and operate the said account.

Item No. 68.1.7 : To approve nomination of Chairperson, NABL

As informed vide Item No. 68.3.3, QCI had initiated the process for appointment of Chairperson, NABL as per the guidelines stipulated in Service & Finance Manual. The Secretary General informed the members that based on the nominations received from Industry Associations and Governing Council members and after following the due process, the Chairperson-QCI has nominated Prof. S. Ayyappan, Chairman, Karnataka Science and Technology Academy (KSTA) & Chancellor, Central Agricultural University, Imphal, as Chairperson-NABL Board.

The Governing Body approved the nomination of Prof. S. Ayyappan as Chairperson, NABL w.e.f. October 1, 2022, as per the provisions of S&F manual.

II. Items for ratification of the Governing Body

Item No. 68.2.1 : To ratify the nomination of Chairperson, Finance Committee

The Secretary General, QCI informed the members that as informed in the 67th Governing Body meeting (under item No. 67.3.4), QCI had initiated the process for appointment of Chairperson, Finance Committee as per the guidelines stipulated in Service & Finance Manual.

In view of above, Ms. Dipali Khanna, Retired, GOI Secretary (nominee of ASSOCHAM) has been nominated as Chairperson Finance Committee by the Chairperson, QCI. Her term as Finance Committee Chairperson shall be 2 years, effective from August 29, 2022. Secretary General, QCI also placed on record deep appreciation for the outgoing Chairperson, Ms. Tanusree Banerjee for her contributions to the financial processes and procedures of QCI.

The Governing Body ratified the nomination of Ms. Dipali Khanna as Chairperson, Finance Committee.

Item No. 68.2.2 : To ratify the estimated budget allocation for various initiatives proposed to be introduced by QCI Boards & Divisions in the 25th year

The Secretary General, QCI informed the members that as discussed in the 65th and 66th Governing Body meeting, a series of activities are being planned by QCI Boards for the coming year(s) to mark the completion of 25 years of establishment of QCI. He requested the concerned CEO's/HOD's to present the details of the proposed activities to the Governing Body and informed them that the details along with the allocated budget has already been reviewed and approved by the Finance Committee and Secretary General, QCI.

The initiatives proposed by each Board were presented before the Governing Body for their recommendations.

After discussions on the initiatives, the Governing Body ratified the following:

S. No.	Board	Budget Allocation
1	NABET Adoption of schools in 10 districts in UP for quality interventions in alignment with NEP 2020	9.13 Crore (approx.)
2	NABL a) Soil Testing Labs b) Medical Entry Level Testing Lab	19.7 Crore (approx.)
3	NABH a) Quality Metrics: KPI Analysis, Rating, and Ranking of HCOs b) Quality Connect Podcast c) Institution of Fellowship / Chair for healthcare quality at a prominent university d) NABH Digital Health for Ayushman Bharat Digital Mission (ABDM) e) HOPE Chatbot	6.76 Crore (approx.)
4	NACCB Industry Interactions, Certification programs with sponsorships, and Guest lectures	63 Lakhs
5	TCB a) E- Capsule Courses b) Basic Life Support (BLS) & Advanced Life Support (ALS) skill development lab c) Quality for Everyone (eLearning course) d) Capacity building of food & agriculture entrepreneurship	1.25 Crores

The Chairperson, QCI suggested that NABET can also aim to take up tasks that improve the quality of school teaching and the outcomes. Given the availability of surplus and with the help of competent team including Sh. Mehta & Sh. Aditya Natraj, among others, we can come up with such ideas and navigate to make this successful.

Sh. P.R. Mehta agreed with the Chairperson and suggested that by handholding and demonstrating that following laid out processes in the NABET standards and contextualizing ideas to situations, it is possible to make a huge difference to the learning outcomes. He mentioned that NABET is in the process of refining the initiatives in the proposed manner and shall shortly discuss in more detail.

Secretary General, QCI informed the board that NBQP and ZED initiatives are still under discussion with the Finance committee as they have made certain observations. He further informed that QCI is constantly discussing and trying to introduce some transformative initiatives in the MSME sector and would soon be finalizing them too. Sh. Jitendra Pareek, IIA appreciated the idea.

The Governing Body ratified the budget allocation for the various initiatives presented to the members.

III. Items for information of the Governing Body

Item No. 68.3.1 : To note the financial performance of QCI and its Boards from April 01, 2022 to June 30, 2022 (1st Quarter) and July 01, 2022 to September 25, 2022 (2nd Quarter):

The Secretary General, QCI informed the Governing Body of the following financial achievement during the period:

- a. **April 01, 2022 to June 30, 2022:** The Boards and QCI, have earned total Income of ₹6,373 Lakhs against the budgeted Income of ₹7,960 Lakhs (being 80% of the budgeted income) and the total Expenditure has been ₹2,980 Lakhs against the budgeted Expenditure of ₹5,540 Lakhs (being 54% of the budgeted expenditure) for the period April 01, 2022 to June 30, 2022.
- b. **July 01, 2022, to September 25, 2022:** The Boards and QCI, have earned total Income of ₹6,760 Lakhs against the budgeted Income of ₹9,397 Lakhs (being 72% of the budgeted income) and the total Expenditure has been ₹4,990 Lakhs against the budgeted Expenditure of ₹6,540 Lakhs (being 76% of the budgeted expenditure) for the period July 01, 2022, to September 25, 2022.

The Governing Body received the information.

Item No. 68.3.2 : To receive note on extension of term of CEO, NABCB

The Secretary General, QCI informed the members that Sh. Rajesh Maheshwari was appointed as CEO, NABCB for a term of 3 years (w.e.f. August 01, 2019, up to July 31, 2022). In accordance with the provisions of the S&F Manual and based on the decision taken by the committee and approval of the Competent Authority, Sh. Rajesh Maheshwari has been

granted 2nd term as CEO NABCB w.e.f. August 01, 2022.

The Governing Body received the information.

Item No. 68.3.3 : To appraise about completion of term of Prof. R.K Kotnala as chairperson, NABL and initiation of process to appoint a new Chairperson

The Secretary General, QCI informed the Governing Body that Prof. R. K. Kotnala was appointed as Chairperson, NABL w.e.f. October 01, 2020, for a period of 2 years which comes to an end on September 30, 2022.

The Governing Body received the information.

Item No. 68.3.4 : To note the appointment of Internal Auditors for the Financial Year 2022-2023

The Secretary General, QCI informed the members that the Chairperson, QCI has conveyed concurrence with the recommendations of the QCI Purchase committee and approved the appointment of M/s Luthra & Luthra LLP as the Internal Auditor for FY 2022-23. He also informed that a formal appointment letter has been issued to M/s Luthra & Luthra.

The Governing Body received the information.

Item No. 68.3.5 : To note new joining (against the sanctioned posts) during the period of report

The Governing Body received the information.

Item No. 68.3.6 : To note the employees (appointed against sanctioned posts) relieved from their services during the period of report

The Governing Body received the information.

Item No. 68.3.7 : To place on record information about the update on activities of Boards, Divisions & Cells during the reporting period by Designated In-charge/CEO

Secretary General, QCI invited the respective project leads of Open Network for Digital Commerce (ONDC) & Unnati Employment Network (UEN) to give a brief view on the two projects of QCI which have been set up as separate entities in the form of Sec 8 companies (under the Companies Act, 2013).

The Governing Body received the information.

Item No. 68.4 : Any other item with the permission of the Chair

a. Formation of Internal Committee for Revision of Service & Finance Manual

As reported under Item No. 68.1.2, the Statutory Auditors during their presentation on financial statements of QCI recommended that this has been highlighted in the audit few times that there is a need for a total revamp of the Service & Finance Manual to align all the rules with legal requirements and market standards for finance, HR and other rules laid in the Manual. The Finance Committee has concurred with such recommendations. The Secretary General, QCI informed the members that the S&F Manual was initially approved by the DPIIT on its formation and as per the approved byelaws, updating/modifying the S&F Manual falls under the purview of the Governing Body as per Clause 10 (Bye laws of the Council) of the Rules & Regulations of QCI. The Chairperson, QCI suggested that a committee may be formed to study, analyze, and benchmark the provisions of the S&F Manual and prepare recommendations on the required modifications in one go.

The Governing Body members concurred with the recommendations of the auditors and the Finance Committee for updating and revamping all sections of the Service & Finance Manual (Finance, HR etc.) and authorized the Chairperson, QCI to constitute a committee to look into the matter as suggested above. The committee so constituted by the Chairperson may prepare its recommendations based on the study and present the same to the Governing Body for their comments and approval.

b. Other matters discussed during the meeting:

- i. Prof. Venugopal Achanta, Director, National Physical Laboratory (NPL) expressed that the infrastructure of quality depends on NPL as it acts as bridge between accreditation and recognition of our measurement capabilities which are maintained at NPL. This is transmitted down in the country through NABL accredited labs and other institutions. The quality standards in the country are woven around the standards created by NPL and it is important that NABL, NPL & BIS work in close consonance to each other for the larger benefit of the society. The Secretary General & Chairperson, QCI noted the comments of Prof. Achanta and suggested that a discussion may be organized shortly in presence of the new Chairperson of NABL, Chairperson, QCI, Secretary General, QCI & NPL officials to discuss and deliberate together and devise a collaborative way forward.
- ii. The Secretary General & Chairperson, QCI invited all the members to join the event being conducted by QCI to celebrate 25 years of its establishment at Dr. Ambedkar International Centre on the 6th of October 2022.
- iii. The Chairperson, QCI invited the members to share their thoughts on activities QCI could undertake in the next few years.

Sh. P.R. Mehta suggested that there are standards for all public utilities at large but whether the public gets benefitted by these is not clear and therefore it would be beneficial if we could take up some study of the standards vis-à-vis the public perception or quality of delivery of service on the ground.

Sh. Vinod Sharma stressed upon the need of improving quality in manufacturing and industry to make quality of Indian products at par or better and comparable to the top in the market in the next ten years. He further mentioned that with the right connections and leadership, QCI can take up this challenging task and contribute to the overall quality improvement mission required in the Indian Industry.

Sh. Vipin Sondhi mentioned that we need to take pride in our workmanship as we already have the required talent. He further informed that QCI is already a part of the National Quality Mission by DPIIT and can contribute largely through this.

There being no other remarks, the meeting ended with a Vote of Thanks.



Dr. Ravi P. Singh
Secretary General
Quality Council of India

Place: - New Delhi
Date: - 19/10/2021



Adil Zainulbhai
Chairperson
Quality Council of India

Attendance for 68th Governing Body Meeting of QCI held on 28.09.2022

List of Members Present:

1.	Sh. Adil Zainulbhai	Chairperson, QCI
2.	Prof. Venu Gopal Achanta	Director, NPL (CSIR)
3.	Sh. P.R. Mehta	Chairperson, NABET
4.	Dr. Mahesh Verma	Chairperson, NABH
5.	Sh. Vipin Sondhi	Chairperson, NBQP
6.	Smt. Dipali Khanna	Chairperson, Finance Committee
7.	Sh. Ravi P. Sondhi	Director General, Standardisation Testing and Quality Certification (STQC)
8.	Sh. Vinod Sharma	MD, Deki Electronics Ltd., Nominee, ELCINA
9.	Sh. D. S Verma	Indian Industries Association (IIA)
10.	Sh. Jitendra Pareek	
11.	Sh. Mritunjay Kumar	Federation of Indian Chambers of Commerce & Industry (FICCI)
12.	Sh. Nahid Alam	The Associated Chambers of Commerce and Industry of India (ASSOCHAM)
13.	Sh. Aditya Natraj	Founder and Director, Kaivalya Education Foundation (KEF)
14.	Dr. R.P. Singh	Secretary General, QCI
15.	Sh. Gaurav Gupta	Representative, Walker Chandiok & Co. LLP (Statutory Auditor)

QCI Secretariat:

16.	Sh. N Venkateswaran	CEO, NABL
17.	Dr. Manish Kumar Jindal	CEO, NABET
18.	Sh. Rajesh Maheshwari	CEO, NABCB
19.	Sh. Atul M Kochhar	CEO, NABH
20.	Sh. C.K. Biswas	CEO, NBQP
21.	Dr. A. Raj	Senior Director, ZED
22.	Sh. H.B Chawla	Technical Advisor, Finance
23.	Dr. Manish Pande	Director, PADD
24.	Sh. Santanu Saha	Director, Finance and Accounts
25.	Sh. Subroto Ghosh	Sr. Advisor, PPID
26.	Sh. Kuldeep Kaul	Principal Advisor, Finance and Accounts
27.	Sh. Aaditya Thirani	Deputy Director, Finance and Accounts
28.	Ms. Kanika Sethi	Assistant Director, QCI
29.	Sh. Rudraneel Chattopadhyay	Project Manager, PPID
30.	Ms. Sanjana Gopal	Project Manager, PPID
31.	Sh. Krishnaraj Thirunavukarasu	Associate Manager, PPID

Leave Granted:

1.	Department for Promotion of Industry and Internal Trade (DPIIT)
2.	Department of Commerce (DoC)
3.	Department of Science and Technology (DST)



4. Railway Board, Ministry of Railways
5. Confederation of Indian Industry (CII)
6. Chairperson, NABCB
7. Chairperson, NABL
8. Consumer Guidance Society of India (CGSI)