



QUALITY COUNCIL OF INDIA

MINUTES OF THE 64th GOVERNING BODY MEETING OF QCI HELD ON

SEPTEMBER 22, 2021

The meeting of the 64th Governing Body was held on September 22, 2021 through Video Conferencing mode at 1100 hrs.

The list of members who attended the meeting is annexed at *Annexure –A* (Page No. 9-10)

Welcome Note

The Chairperson welcomed all the members present through the virtual mode and confirmed the quorum for the meeting.

The meeting began with a tribute to Late Shri. K.C. Mehra, Ex-chairperson, NBQP followed by one-minute silence observed by all members in his fond memory. Secretary General, QCI expressed his sincere gratitude towards Late Shri K.C. Mehra, remembering his contributions in the expansion of various activities of NBQP, his illustrious career and vibrant personality.

Thereafter, a small video was presented for the esteemed board members about various activities which the Boards and Divisions had completed since the last Governing Body meeting.

Chairperson, QCI then welcomed all the members and informed about the wide range of activities being undertaken by QCI. He also informed that at the end of the meeting, the team will be sharing details of few important activities. He informed the members that QCI will complete 25 years of its establishment on January 21, 2022 and we feel that it is great time to not only celebrate the journey so far but also envisage and put in place a set of activities that will make the next 25 years even more successful. He informed the members that we will share the wonderful ideas shared by the Chairmen of QCI Boards and requested the members to share their thoughts too. He also informed that it will not be a one-day event but we will also use it as a launchpad to put in place infrastructure and activities required to make the coming years successful.

The Chairperson, QCI apprised the members that the Audited Annual Accounts of QCI will be presented to the Governing Body members in the meeting and expressed his delight that QCI has received a Clean report from the auditors this year which is a good step into the future. He appreciated the efforts of the Finance Committee for its guidance and congratulated the Finance & Accounts team on the results.

Chairperson, QCI also informed the members that subsequent to the announcement of the National Infrastructure Pipeline (NIP) aimed at aggregating, improving and attracting investments into infrastructure projects across the country, the Hon'ble Prime Minister and Hon'ble Finance Minister, QCI has been getting requests from various Ministries/Departments including the Department of Revenue, Cabinet Secretary etc. for being part of the

implementation of NIP. QCI has been approached to help in developing and improving project management frameworks for such initiatives launched by the government. The role of QCI in such government initiatives of importance and scale has validated the quality work QCI has been delivering towards nation building. The Chairperson closed the welcome note by stating that it would be a great pleasure to meet the members physically in the next Board meeting.

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

a. Adoption of Agenda

The agenda was adopted with the permission of the Chair. It was informed that Item No. 64.3.6 and 64.3.7 have been added as tabled agenda items and Item No. 64.1.4 has been withdrawn on the suggestions of the Statutory Auditors and on account of extension of form filing dates and shall be presented for approval in the next Governing Body Meeting.

b. Confirmation of the Proceedings of the 63rd Governing Body Meeting

The Governing Body confirmed its proceedings for the 63rd Governing Body meeting held on June 30, 2021 (as circulated after incorporating comments received from Chairperson, NABL).

c. Action taken on the Proceedings of the 63rd Governing Body Meeting

The 'Action Taken Report' on the proceedings of the 63rd Governing Body meeting circulated to all Governing Body 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. 64.1.1 : To consider the Annual Report for the Financial Year 2020-2021

The Secretary General, QCI informed the board members that in the 63rd Governing Body meeting the Draft Annual Report for the Financial Year 2020-2021 was circulated to the members and the final Annual Report including the Audited Annual Accounts is placed for the consideration of the Governing Body.

The Governing Body recommended the placing of the Annual Report to the Governing Council for approval in its forthcoming meeting.

Item No. 64.1.2 : To consider Audited Annual Accounts along with Statutory Auditor's Report for the period April 01, 2020 to March 31, 2021

The Secretary General, QCI invited the Chairperson, Finance Committee to lay the foundation for the Statutory Auditors presentation and brief the Governing Body members of the overall

financial performance of QCI for the Financial Year starting April 01, 2020 to March 31, 2021. The Chairperson, Finance Committee apprised the members that the audited financial statement of QCI for the FY 2020-2021 show a healthy financial standing and a qualification free report. Members of the Finance Committee congratulated the QCI team on their efforts and emphasized that the next focus would now be on process improvement.

Representatives from M/s Walker Chandiook & Co. LLP were invited to deliver a short presentation on the audited financial results of QCI and their observations on the same. They informed the members that the qualification for unreconciled amount as highlighted in the previous year report has been dropped as the major part of the amount has been reconciled. They further informed that despite the fire incident at the QCI Head Office, they have been able to audit the documents reproduced by the team through online recovery. They emphasized on the need for implementation of an ERP & DMS System for better future performance and as a learning from the events so far.

The Governing Body noted the comments made by the auditors and emphasized on the need for implementation of an ERP across QCI and its Boards for streamlining of processes and bringing efficiency. The Chairperson, QCI requested the Secretary General to present an update in this direction in the next Governing Body Meeting.

The Governing Body recommended the placing of the Financial Statements and Statutory Audit Report before the Governing Council in its forthcoming meeting for its approval.

Item No. 64.1.3 : To consider Re-appointment of M/s Walker Chandiook & Co. LLP as Statutory Auditors for the Financial Year 2021-2022

The Secretary General, QCI and Chairperson, Finance Committee informed the members that M/s Walker Chandiook & Co. LLP have been performing the statutory audit for three years and have performed reasonably well and therefore they may be re-appointed as Statutory Auditors of QCI for the Financial Year 2020-2021 at an annual fee of Rs. 9.25 Lakhs plus taxes including out of pocket expense and the fee for preparation and filling of Form 10B under Income Tax Act.

The Governing Body concurred with the recommendations of the Finance Committee and recommended it for placing before the Governing Council.

II. Item for Ratification of the Governing Body

Item No. 64.2.1 : To ratify revised constitution of QCI constituent Boards (NABL & NBQP)

The Governing Body after going through the changes presented in the constitution of NABL & NBQP on account of non-acceptance of few members, ratified the revised constitution of the QCI Boards, NABL & NBQP placed at Annexure-B.

The Chairperson, QCI requested the members to suggest some experts who can contribute towards the progress of the QCI Boards. The Secretary General, QCI also informed about the institutionalisation of advisory groups across QCI Boards in addition to the statutory Boards as has been done by NABH under the guidance of Dr. B.K Rao. He further requested the Board Chairpersons to initiate this exercise in their respective domains/Boards.

III. Items for Information of the Governing Body

Item No. 64.3.1 : To note the financial performance of QCI and its Boards from April 01, 2021 to June 30, 2021 (Quarter 1) and July 01, 2021 to September 18, 2021 (Quarter 2)

The Secretary General, QCI briefed the Governing Body members of the below financial performance of QCI as per the details below:

- a. During the 1st Quarter of the Financial Year 2021-2022, the Boards and QCI, have earned total Income of ₹6,516 Lakhs against the budgeted Income of ₹6,395 Lakhs (being 102% of the budgeted income) and the total Expenditure has been ₹2,305 Lakhs against the budgeted Expenditure of ₹4,166 Lakhs (being 55% of the budgeted expenditure) for the period April 01, 2021 to June 30, 2021.
- b. During the 2nd Quarter of the Financial Year 2021-2022, the Boards and QCI, have earned total Income of ₹5,872 Lakhs against the budgeted Income of ₹6,951 Lakhs (being 84% of the budgeted income) and the total Expenditure has been ₹3,276 Lakhs against the budgeted Expenditure of ₹4,528 Lakhs (being 72% of budgeted expenditure) for the period July 01, 2021 to September 18, 2021.

The Secretary General further presented the annual performance and growth trends to the members.

The Governing Body noted the same.

Item No. 64.3.2 : a. To note receiving of Income Tax Refund from Income Tax Department

The Governing Body noted that QCI has received a refund of ₹2,09,15,746 during the reporting period and only ₹1,37,95,725 is pending, no appeal is pending with the Income Tax Department.

b. To note recent development of QCI's Income Tax Appeal before Commissioner- Appeal, Income Tax Department and before Income Tax Appellate Tribunal

The Governing Body noted the status of pending appeal with CIT (Appeal) and the receipt of Notice received under Sec 148 of the Income Tax Act, 1961 for the assessment years 2016-17 & 2015-16 respectively.

Item No. 64.3.3 : To note recruitment against the vacant sanctioned posts

The Secretary General, QCI informed the Governing Body that considering the expansion in activities in QCI Boards & Divisions, QCI is initiating recruitment process against the sanctioned posts as per the request received from concerned Board/division.

The Governing Body received the information.

Item No. 64.3.4 : To note the employee relieved from service of QCI during the period of report

The Governing Body received the information.

Item No. 64.3.5 : Initiation of process for appointment of Chairperson, NABET

The Secretary General informed the members that the matter regarding appointment of Chairperson, NABET is in process and till the appointment of new Chairperson, NABET and re-constitution of Board, the term of existing Board members shall continue.

The Governing Body noted the above.

- Item No. 64.3.6 : a. To place on record information about the update on activities of Boards, Divisions & Cells during the reporting period by Designated Incharge/CEO**

The status circulated along with the agenda was considered as read. The Governing Body noted the same.

- b. To present and discuss few key projects.**

The respective teams along with Secretary General, QCI appraised the Governing Body of the key projects & initiatives undertaken/being undertaken by QCI.

- Item No. 64.3.7 : To note initiation of process for joint initiatives/schemes by Ministry of Commerce & Industry with QCI as separate entities/divisions for smooth nationalised operations**

The Chairperson, QCI & Secretary General, QCI briefed the members on the features and development about the below mentioned initiatives of national importance being undertaken by QCI with the MoC&I.

- i. Open Network for Digital Commerce (ONDC): Chairperson informed the members that with the support and encouragement of Hon'ble Minister of Commerce & Industry, senior officials at DPIIT and other stakeholders, the idea regarding ONDC has considerably advanced and would need to be instituted as a separate organisation eventually (as a Sec 8 company). However, it has been decided that in the interim QCI will play a co-ordinating role for incubating the idea under overall guidance of the Advisory Committee constituted by the DPIIT. The initial funds for the Pilot have been sanctioned by the DPIIT and it will be scaled up as a project till funding from other sources is procured.
- ii. Made in India (MII): The members deliberated on the idea and concept of such a label and the queries/concerns were addressed by Ms. Manmeet Nanda, JS, DPIIT and Secretary General, QCI. It was further informed that the label is at conceptual stage right now and has gone through several layers of deliberations with the concerned Ministries. As the idea evolves, the initiative shall be institutionalised as a division/board within QCI and eventually as a separate organisation.

The Governing Body members noted the above.

Item No. 64.3.8 : To note Constitution of Pay Revision Committee

The Secretary General, QCI informed the members that Pay revision exercise has been taken up by QCI every 4 years in the past and was last done in the year 2016. However, due to Covid, it could not be taken up in 2020. Therefore, to bring QCI pay bands at par with other similar organisations and to remain competitive in the market, the following Committee has been constituted based on the suggestions of the Finance Committee, QCI and approval of Chairperson, QCI. The committee shall be mandated to review the existing QCI CTC structure vis-a-vis QCI cadres (for technical and non -technical posts) and make recommendations on the CTC which shall be applicable to each cadre/level of sanctioned post.

1. Secretary General, QCI – Chairperson of the Committee
2. Member, Finance Committee (To be nominated by Chairperson, Finance Committee)
3. Sh. Anil Relia, PPID Head (Member)
4. External Expert nominated by Chairperson, QCI (Member)
5. In charge, Finance Division QCI (Member Secretary)

It was desired that a comprehensive exercise may be done with the help of few HR consultants who have experience in such restructuring. The committee may submit its recommendations to Finance Committee for its review & consideration before it is put up to the Governing Body.

The Governing Body noted the above.

Item No. 64.4 : Any other item with the permission of the Chair

1. Mr. Vinod Sharma suggested that Panel Discussions can be organised in partnership with a media house as part of the QCI Silver Jubilee Celebrations. He further suggested that it would be great if the Hon'ble Prime Minister could suggest a key theme on quality.
2. Mr. Jitendra Pareek, Representative IIA suggested that the concept of value addition is essential for Made in India scheme and appreciated the efforts of QCI in this direction.
3. The Chairperson mentioned that considering the robust financial health of QCI, it is incumbent upon QCI to take bold steps in the area of improving quality ecosystem of the country. The challenge going forward is to identify areas and investments

that QCI can make considering the scale and availability of resources. He requested all members to come up with more ideas around this and there can be a separate meeting to discuss the same.

Mr. Deep Kapuria suggested that QCI can partner with organisations such as the CII Centres of Excellence to contribute to quality improvement efforts focussed on SME's. Chairperson agreed to the thought of leveraging the capability available in other institutions.

Mr. Sunil Mathur further added that QCI can also chart a way and think of contributing to the three major trends of sustainability, health safety and digitalisation as there is vast scope of introducing quality into these areas. Mr. Deep Kapuria & Mr. Vinod Sharma supported the idea mentioning that standardisation is required to address the digital divide in the country. It was further suggested that an envisioning exercise may be organised for the members to brainstorm and come up with more wonderful ideas.

Mr. Aditya Natraj further suggested that public health systems across the country require major quality transformation and QCI should focus on this area as an immediate sector.

Ms. Manmeet Nanda, JS, DPIIT also highlighted a few areas such as Drones, leather, footwear, regulatory compliances as some areas QCI can partner with DPIIT.

The Chairperson, QCI thanked the members for their wonderful ideas.

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



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



(Adil Zainulbhai)
Chairperson
Quality Council of India

Place: - New Delhi

Date: - 09/10/21

Attendance for 64th Governing Body Meeting of QCI held on 22.09.2021

List of Members Present:

1.	Sh. Adil Zainulbhai	Chairperson, QCI
2.	Ms. Manmeet K. Nanda	Joint Secretary, DPIIT
3.	Dr. Ekta Kapoor	Representative, DST
4.	Mr. Deep Kapuria	Chairperson, NABCB
5.	Prof. R.K Kotnala	Chairperson, NABL
6.	Mr. Sunil Mathur	Chairperson, NBQP
7.	Ms. Tanusree Banerjee	Chairperson, Finance Committee
8.	Sh. Kuldeep Singh	Railway Board
9.	Mohd. Nahid Alam	ASSOCHAM
10.	Dr. P.K. Banerjee	
11.	Sh. Abdul Wadood	CII
12.	Prof. Venu Gopal Achanta	Director, NPL (CSIR)
13.	Sh. A.K. Sharma	STQC
14.	Dr. Ekta Kapoor	Department of Science & Technology
15.	Sh. Jitender Pareek	Indian Industries Association (IIA)
16.	Ms. Jyotsna	
17.	Sh. Vinod Sharma	Electronic Industries Association of India
18.	Dr. M.S. Kamath	Consumer Guidance Society of India
19.	Sh. Aditya Natraj	Kaivalya Education Foundation (KEF)
20.	Dr. R.P. Singh	Secretary General

QCI Secretariat:

1.	Sh. N Venkateswaran	CEO, NABL
2.	Dr. Atul Mohan Kochhar	CEO, NABH
3.	Sh. Rajesh Maheshwari	CEO, NABCB
4.	Dr. Manish Kumar Jindal	CEO, NABET
5.	Sh. C.K. Biswas	CEO, NBQP
6.	Sh. Anil Relia	Head, PPID
7.	Dr. A. Raj	Sr. Director, ZED
8.	Dr. Manish Pande	Head, PADD
9.	Sh. Alok Jain	Head, Training and Capacity Building Cell
10.	Sh. Kuldeep Kaul	Head, Finance and Accounts, QCI
11.	Sh. Aditya Thirani	Deputy Director, Finance and Accounts, QCI
12.	Sh. Rudraneel Chattopadhyay	PPID
13.	Sh. Saransh Agrawal	PPID
14.	Sh. Manoj Joshi	PPID
15.	Ms. Shriya Singh	PPID
16.	Ms. Kanika Sethi	AO, QCI



Leave Granted:

1- Dr. B.K. Rao, Chairperson, NABH
2- FICCI



Annexure-B

Quality Council of India (QCI)
Revised Constitution of NABL & NBQP

NABL Board Members:

S. No	Representative	Composition of Board	Status
1	Prof. R.K. Kotnala, Chairperson, NABL	Chairperson, NABL	Ex-Officio
2	Director General, Bureau of Indian Standards (BIS)	Representative of National Standards Body	Ex-Officio
3	Director, National Physical Laboratory (NPL)	Representative of National Metrological Institute	Ex-Officio
4	Addl. Secretary, Dept. for promotion of Industry and Internal Trade (DPIIT)	Representative of Govt. / Regulator- 1	Ex-Officio
5	Secretary, Dept. of Science and Technology (DST)	Representative of Govt. / Regulator-2	Ex-Officio
6	Director General Health Service, Directorate General Health Service, Ministry of Health & Family Welfare	Representative of Govt. / Regulator-3	Ex-Officio
7	Director General, CII	Representative of Association- 1	Ex-Officio
8	Secretary General, Federation of Indian Chambers of Commerce & Industry (FICCI)	Representative of Association- 2	Ex-Officio
9	Secretary General, Association of Chambers of Commerce of India (ASSOCHAM)	Representative of Association- 3	Ex-Officio
10	Director, COE Histopathology, SRL Diagnostics and S.L. Raheja Hospital	NABL Accreditation Committee Chairman/Expert- 1	Ex-Officio
11	Secretary General, Quality Council of India		Ex-Officio
12	CEO, NABL		Ex-Officio

S. No	Representative	Composition of Board	Proposed Organisation	Status
13	Secretary-cum-Scientific Director, Indian Pharmacopoeia Commission (IPC)	Representative of Govt. / Regulator- 4	-	Accepted
14	Director, Export Inspection Council (EIC)	Representative of Govt. / Regulator- 5	Ministry of Textile	Yet to be confirmed
15	Automotive Research Association of India	Representative of Association- 4	-	Accepted
16	Electrical Research and Development Association (ERDA)	Representative of Association- 5	-	Accepted
17	Vice President (R&D), MRF Ltd	Representative of Industries- 1	-	Second Term
18	Director (IS&P), Bharat Heavy Electricals Limited	Representative of Industries- 2	-	Accepted
19	Vice President (Technology & New Material Division), TATA Steel	Representative of Industries- 3	-	Accepted
20	Indian Oil Corporation Limited (IOCL)	Representative of Industries- 4	-	Accepted
21	CEO, Personal Care Products Business, ITC Limited	Representative of Industries- 5	Nestle	Yet to be confirmed
22	Electronics Regional Test Laboratory (ERTL)	Representative of Laboratory 1	-	Accepted
23	Vice President, R&D, Dabur India	Representative of Laboratory 2	TIC Council	Yet to be confirmed
24	Director General, Central Power Research Institute (CPRI)	Representative of Laboratory 3	-	Accepted
25	Fare Labs Pvt Ltd.	Representative of Laboratory 4	-	New Member
26	Special Invitees	Prof. G.L. Bhalla and Prof. N.K. Ganguly		

NBQP Board Members:

S. No	Representative	Composition of Board	Status
1	Chairperson, NBQP		Ex-Officio
2	Nominee ASSOCHAM	Representative of National Apex Chambers	Ex-Officio
3	Nominee CII		Ex-Officio
4	Nominee FICCI		Ex-Officio
5	Department for Promotion of Industry and Internal Trade (DPIIT)	Representative of Government	Ex-Officio
6	Secretary General, Quality Council of India		Ex-Officio
7	CEO, NBQP		Ex-Officio

S. No	Representative	Composition of Board	Status
8	Indian Industries Association (IIA)	Representative of Manufacturing Associations	Second Term
9	VDMA (Mechanical Engineering Industry Association)		Second Term
10	Consumer Electronics and Appliances Manufacturers Association (CEAMA)		Accepted
11	Foundation for MSME Clusters		Second Term
12	Services Export Promotion Council (SEPC)	Representative of Service Sector	Second Term
13	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)		Second Term
14	All India Management Association	Representative of Education Sector	Accepted
15	Ministry of Electronics and Information Technology (MeitY)	Representative of Government	Second Term
16	Niti Aayog		Accepted
17	Digital India Corporation		Accepted
18	The Centre for Industry 4.0 (C4i4) Lab (Kirloskar)	Quality Professional Bodies	Accepted
19	Engineering Export Promotion Council (EEPC)		Second Term



20	National Safety Council		Accepted
21	Schneider Electric Infrastructure Limited	Large organization	Accepted
22	TATA Motors		Accepted
23	PHD Chamber of Commerce and Industry	Representative of Regional Chambers	Special Invitee