

Date: 2ND September, 2016

To

All Members of QCFI

NOTICE

Notice is hereby given in accordance with Clause No.4 of the constitution of Quality Circle Forum of India that the 33rd Annual General Meeting (AGM) will be held at Royal Reve Hotel S D Road, Secunderabad, Telengana State on 26th Sept 2016 at 6.30 PM. to transact the following agenda.

AGENDA

1. Welcome by President.
2. Consideration and adoption of the proceedings of the 32nd Annual General Meeting held on 19th December 2015 at SRM University, Chennai.
3. Noting of the Election and induction of the Directors.
4. Consideration and adoption of the activities of the Forum for the period 1st April 2015 to 31st March 2016.
5. Consideration and adoption of Resolution passed for election of Board of Director using Electronic Voting System from the year 2017.
6. Consideration and adoption of Audited Balance Sheet, Income and Expenditure Account and Auditors Report for the period of April 2015 to March 2016.
7. Appointment of the Auditors for the period April 2016 to March 2017.
8. Action plan for the year 2016 - 2017 by Executive Director.
9. Considerations of Resolutions for which 15 days' notice has been given and has been admitted by the president.
10. Vote of thanks.

All Members are requested to attend the AGM.

D K SRIVASTAVA
EXECUTIVE DIRECTOR