

2021-22

**Minutes of the ISO 9001:2015 Surveillance Audit Training Session held on
Tuesday, 27th July, 2021**

Members Present:

1. Rev. Dr. Dominic Savio S. J. Principal and Chairperson
2. Vice Principals
3. Deans
4. Controller of Examinations (COE)
5. Member Secretary Academic Council
6. Coordinator, IQAC
7. Other ISO 9001:2015 Committee Members

Special Guest – Mr. Siddhartha Pratim Dawn


Background of the meeting:

The meeting was called to discuss the progress of upcoming ISO 9001:2015 Surveillance Audit which is due in September 2021.

Following discussions took place in the meeting

The meeting was called to order by Fr. Principal. The agenda was highlighted by Prof. Partha Pratim Ghosh. The surveillance audit was due for two years. All the highlighted areas and the Non Conformities were discussed in the meeting. Mr. Siddhartha Pratim Dawn explained the committee about how to approach all the non-conformities, he also suggested to close all previous five nonconformities with evidences. An open session with question and answers were discussed among the trainer and the committee members

The meeting was ended with a Vote of Thanks to the chairperson.


Rev. Dr. Dominic Savio S. J.
Principal