



QUALITY COUNCIL OF INDIA (QCI)

2nd Floor, Institution of Engineers Building, Bahadur Shah Zafar Marg, New Delhi – 110002
Phone: +91-11-2337 8056 / 57; Web: www.qcin.org; E-mail ID: padd_schemes@qcin.org



Procedure for Document and Record Control **PADD: Inspection Scheme| IT and ICS IBs: FR: 08**

List of participants present during the Opening / Closing Meeting of the Initial Inspection of <Name of the IBs>

S. No.	Name	Designation	Signature	
			Opening Meeting	Closing Meeting

1.

2.

3.

4.

5.

6.

7.

8.

Representing QCI

1.

2.

3.