

DDG CERTIFICATION SECRETARIAT

Our Ref: DDG (Cert.)/G-38

Date: 5 April 2019

Sub: Meeting Notice - ROs-BOs meeting on 16 and 17 April 2019, at Hyderabad

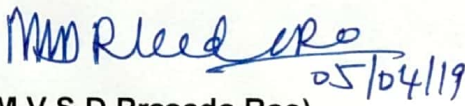
It has been decided to hold the next ROs-BOs meeting on **16 and 17 April 2019, at Hyderabad**. The venue and time of the meeting will be communicated in due course.

During the above meeting, the performance of ROs/BOs for the year 2018-2019 will be reviewed along with other agenda points. All DDGRs and Head BOs are advised to attend the above meeting.

The agenda points and the format for the review of performance pertaining to certification activity have already been sent to BOs. The action taken reports and desired information sought may be provided to DDG (Cert) Sectt, within the specified timelines on top priority.

For the review of performance of other activities, i.e. MSCD, Hallmarking etc. ROs/BOs may get in touch with the relevant Activity Head/Department.

BIS Hyderabad Branch Office may be contacted regarding the arrangements for stay and other assistance in this regard.


(M V S D Prasada Rao)
DDG (Certification)

DDGRs, Heads of BOs and concerned departments

Copy to :

1. DG, BIS
2. ADG, BIS
3. DDG (Standardization)
4. DDG (CAD and PP&C)
5. DDG (Laboratories)
6. DDG (MSCD and Registration)
7. Head ITSD –for attending the meeting and hosting this circular on intranet
8. Head HYBO - For making the necessary arrangements for the meeting including venue, catering, travel, stay etc.