

विकास आयुक्त का कार्यालय
(सूक्ष्म, लघु और मध्यम उद्यम)
सूक्ष्म लघु और मध्यम उद्यम मंत्रालय
(भारत सरकार)

निर्माण भवन, सातवीं मंजिल, मौलाना आजाद रोड,
नई दिल्ली-110 108



सत्यमेव जयते



MICRO, SMALL & MEDIUM ENTERPRISES
सूक्ष्म लघु और मध्यम उद्यम

OFFICE OF THE DEVELOPMENT COMMISSIONER
(MICRO, SMALL & MEDIUM ENTERPRISES)
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F.No. D-11030/15(1)/MSME-DI/2016

Dated: 22/08/2016

To

All Director/Dy. Director Incharge,
MSME-DIs/TCs/TSs

Subject : Meeting on Performance of workshop attached to MSME-DI/Br. MSME-DI/TC/TS.

It is to inform that a meeting on performance of workshop attached to MSME-DI/Br. MSME-DI/Testing Centre & Testing Station is schedule to be held on 2nd & 3rd September 2016 at MSME-DI Extension Centre Complex Opposite L- Block Haldiram Otter Circle Connaught Place, New Delhi- 110001.

Director & DD Incharge heading DIs/TCs/TSs are directed to give direction to workshop Incharge to ensure to be present in the meeting on 2nd and 3rd September. Incharge TC/ TS to be present in 3rd September 2016 and bring updated performance detailed for current & last financial year both in Soft & Hard Form, as per Annexure 1,2,& 3 already sent by mail Dated 08/08/2016. You are also directed to ensure the PowerPoint presentation as per template enclosed, send Soft Copy of the same by on or before 29.08. 2016

Encl: 1.Powerpoint Presentation Template
2. Agenda

(S.R. Samuel)
Joint Development Commissioner

AGENDA FOR THE MEETING WORKSHOP/TC/TS PERFORMANCE**Venue: MSME-DI Extension Centre Complex Opposite L-Block Haldiram Outer Circle Connaught Place, New Delhi -110001****2nd & 3rd September 2016****Day -1 (2nd September 2016)**

<u>S.No</u>	<u>Subject</u>	<u>Remark</u>
1.	Session-1 10.00 A.M to 11:00 AM	
	Welcome Address	Address by JDC (SRS)
2	Inaugural Address	Shri Surender Nath Tripathi AS&DC
3	Address by	Expert NABL
TEA BREAK (11.00 AM to 11.15 AM)		
	Session-2 11.15 A.M to 1:00 PM	
4	Presentation by Workshop Incharge	Incharge Workshop (20 Workshop 5 minute each) North & South Zone.
LUNCH BREAK (1.00 PM to 2.00 PM)		
	Session -3 2.00 PM to 4 .00 PM	
5	Presentation by Workshop Incharge	Incharge Workshop (20 Workshop 5 minute each) East & West Zone.
TEA BREAK (04.00 PM to 04.15 PM)		
	Session -4 4.15 PM to 5.30 PM	
	Interaction	Interaction with 4 zonal leader
6	Presentation by Workshop Incharge	Incharge Workshop

AGENDA FOR THE MEETING WORKSHOP/TC/TS PERFORMANCE**Venue: MSME-DI Extension Centre Complex Opposite L-Block Haldiram Outer Circle Connaught Place, New Delhi -110001****2nd & 3rd September 2016****Day -2 (3rd September 2016)**

<u>S.No</u>	<u>Subject</u>	<u>Remark</u>
1.	Session-1 10.00 A.M to 11:00 AM	
	Welcome Address	Address by JDC (SRS)
2	Inaugural Address	Shri Surender Nath Tripathi AS&DC
3	Address by	Expert BIS
4	Address by	Expert NPL
TEA BREAK (11.00 AM to 11.15 AM)		
	Session-2 11.15 A.M to 1:00 PM	
5	Presentation by Testing Centre /Testing Station	Incharge Testing Centre/Testing Station
LUNCH BREAK (1.00 PM to 2.00 PM)		
	Session -3 2.00 PM to 4 .00 PM	
6	Convergence Group activity	4 Group each headed by additional DC/JDC Testing Sample Test Collection Centre
TEA BREAK (04.00 PM to 04.15 PM)		
	Session -4 4.15 PM to 5.30 PM	
7	Concluding Remark	Shri Surender Nath Tripathi AS& DC

Name of the workshop/TC/TS

Meeting on Performance Workshop attached to MSME-DI and Br. MSME-DI /TC/TS

Venue: MSME-DI, Extension Centre Complex, Opp. L-Block, Haldirams Outer Circle,
Connaught Place, New Delhi -110001.

02-03 September 2016

Presented by : Name :

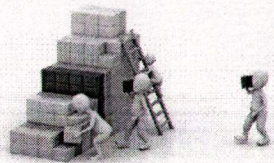
: Institute

Performance Workshop attached to MSME-DI and Br. MSME-DI /TC/TS
(REVENUE & EXPENDITURE) 2015-16 & (2016-17 31.07.2016)

This Should be in the form of Graph (bar chart) comparing performance up to July 31,2016 viz a viz pro-rata target of current year as well as performance during last year 2015-16. (ROI & Profitability Ratio.

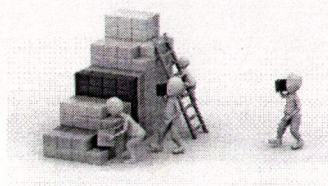
List of Machinery/ Equipment in Workshop/ TC/TS

S.No	Name	D.O.P	D.O.I	Value	Purpose	Working/N on working



List of Manpower in the workshop/TC/TS

S.no	Name	Post	D.O.B	D.O.J	D.O.R	Activity



(Please also mention support needed)

Main Expertise/Specilization in the Workshop/ TC/TS



Specific Suggestions for Channelizing of Workshop/ TC/TS



Five Success Story that could be taken up by
Workshop/TC/TS

THANKS

