

DATE OF RELEASE OF AUDIT SCHEDULE: 17th October 2019

Note: The ISO 9001: 2015 internal audit is to be conducted between 1st to 9th November 2019. The Observation Report, Observation Findings and Non-Conformance Report (if any) must be submitted to the MR by 11th November 2019.

DEPARTMENT	AUDITEE	CLAUSES	Auditors
Civil Engineering	Dr. P. D. Pachpor <i>P.D. 17/10/19</i>	As per the Teaching/Process Manual of the Department	Dr. Vivek Khetade (EDT) Prof. S. C. Tirpude (CS)
Computer Science and Engineering	Dr. M. B. Chandak <i>MKS</i>	-- do --	Dr. P. Deole (Mech) Prof. Parihar Dahake (MBA)
Electrical Engineering	Dr. V. T. Barhate <i>V.T. 17/10/19</i>	-- do --	Dr. R. Ochawar (EN) Prof. Pravin Sonsare (CS)
Electronics & Communication Engineering	Dr. R. B. Raut <i>R.B.</i>	-- do --	Dr. C. P. Pandhurnekar (Chem) Prof. P. J. Assudani (IT)
Electronics Engineering	Dr. A. A. Khurshid	-- do --	Prof. H. D. Bhawe (Civil) Prof. S. Pund (IND)
<i>Zabale</i> Electronics Design Technology	Dr. A. A. Khurshid <i>Khurshid 17/10/19</i>	-- do --	Dr. P. Bagde(Maths) Dr. P. D. Belsare (PHY)
Information Technology	Dr. D. S. Adane <i>DSM</i>	-- do --	Dr. Sachin Upadhye (MCA) Prof. Puja Agrawal (EC)
Industrial Engineering	Dr. I. P. Keswani <i>I.P. 17-10-19</i>	-- do --	Dr. C. P. Pandhurnekar (Chem) Prof. S. Uparkar (MCA)
Mechanical Engineering	Dr. M. M. Gupta <i>M.M. 17/10/19</i>	-- do --	Dr. P. Parlewar (EC) Prof. R. K. Kadu (IT)
Management Technology	Dr. Chandan Vichoray <i>CV</i>	-- do --	Prof. A. Karandikar (CS) Dr. P. Khadke (Elect)
Computer Applications	Dr. P. S. Voditel <i>for Khasip</i>	-- do --	Dr. Vivek Khetade (EDT) Prof. S. Randiwe (IND)

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT

QMS-04
Clause: 9.2

INTERNAL AUDIT SCHEDULE

Page 02/02
Iss. No. 01, Rev. No.: 00
Date: 01/01/2018

DEPARTMENT	AUDITEE	CLAUSES	AUDITORS
Mathematics	Dr. B. R. Chide <i>[Signature]</i>	As per the Teaching/Process Manual of the Department	Prof. H. D. Bhave (Civil) Dr. P. D. Adane(IT)
Chemistry	Dr. A. V. Bharati <i>[Signature]</i>	-- do --	Dr. P. Parlewar (EC) Prof. S. Randiwe (IND)
Physics	Dr. S. M. Pande <i>for Ate Bahare</i>	-- do --	Dr. Sunita Dhote (MBA) Prof. G. Morankar (EN)
Humanities	Dr. D. R. Mehra <i>for 14/10/19</i>	-- do --	Dr. P. D. Adane(IT) Prof. Pravin Sonsare (CS)
Physical Education	Dr. Amit Anurag <i>Sagar 17/10/19</i>	-- do --	Dr. P. Khadke (Elect) Dr. P. D. Belsare (PHY)
Library	Dr. Cynita Christy <i>[Signature]</i>	-- do --	Dr. P. Bagde(Maths) Prof. Parihar Dahake (MBA)
Construction & Maintenance	Dr. P. D. Pachpor Mr. S. Dalvi Mr. Amol Katturwar <i>for 17/10/19</i>	-- do --	Prof. P. J. Assudani (IT) Dr. Cynita Christy(LIB)
Dean Academics	Dr. A. J. Agrawal <i>[Signature]</i>	-- do --	Dr. R. Ochawar (EN) Prof. Puja Agrawal (EC)
Dean Admissions	Prof. P. B. Kulkarni <i>[Signature]</i>	-- do --	Prof. S. Pund (IND) Prof. R. K. Kadu (IT)
Dean R&D	Dr. Rupesh Pais <i>[Signature]</i>	-- do --	Prof. A. Karandikar (CS) Prof. Parihar Dahake (MBA)
Dean SRC	Dr. Y. M. Sonkhaskar <i>[Signature]</i>	-- do --	Prof. S. C. Tirpude (CS) Mr. Abhay Daga (MIS)
Dean T&P	Dr. Anupam Kher <i>[Signature]</i>	-- do --	Dr. P. Deole (Mech) Prof. G. Morankar (EN)
Registrar	Dr. P. S. Narkhede Dr. N. Damle <i>[Signature]</i>	-- do --	Prof. S. Uparkar (MCA) Dr. Cynita Christy(LIB)
Boys' Hostel	Prof. S. Kulkarni Mr. S. A. Nimkar <i>[Signature]</i>	-- do --	Prof. R. K. Kadu (IT) Mr. Abhay Daga (MIS)
Girls' Hostel	Ms. Gauri Morankar <i>[Signature]</i>	-- do --	Dr. Sunita Dhote (MBA)
Management Representative	Dr. P. D. Adane <i>[Signature]</i>	-- do --	Dr. Sachin Upadhye (MCA)
First Year In-charge	Dr. S. Meshram <i>[Signature]</i>	-- do --	Dr. P. D. Adane(IT) Prof. A. Karandikar (CS)

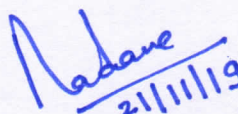
[Signature]
PREPARED BY MR

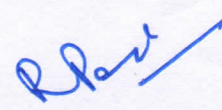
[Signature]
REVIEWED BY PRINCIPAL

QMS-08	Minutes of MRM	Page: 01/01
Clause: 9.3.3		Iss. No. 01, Rev. No.: 00 Date: 01/01/2018

Date of MRM: 20th November 2019

Sr. No.	Agenda	Comment	Responsibility to Complete the Action	Target Date
1	Review of minutes of earlier MRM.	Minutes of previous MRM held on 30 th August 2019 were presented and approved.	MR	-----
2	Review of results of Internal audit conducted in the month of November 2019.	Internal audit report was presented and approved. MR instructed all the ISO coordinators to proactively involve themselves in the audit process. She appealed to all coordinators to start the process of collecting all ISO files well before the scheduled internal audit dates so as to finish the audit in stipulated time. Principal sir directed the auditors to ensure that the feedback mechanisms in the department are implemented properly and corrective actions are being taken for poor feedbacks, if any.	All ISO auditors	-----
3	Inclusion of Administrative Officer under ISO	Principal sir formally handed over the Process manual and Quality manual of Administrative Officer to the in-charge Mr. Sanjay Kargutkar.	MR	-----
4	Schedule of next surveillance audit	MR informed all the members present that the Surveillance audit is scheduled on 25 th November and requested all to be present for the opening meet at 10.00 am.	MR	-----


P. D. Adane
MR, ISO 9001:2015


Dr. R. S. Pande
Principal