

AAPDA MITRA- COMMUNITY VOLUNTEER TRAINING PROGRAMME

Display of Quality Assurance and method of maintenance

The quality assurance of the Aapda Mitra Community Volunteer Training programme will be ensured by the following items

1. Training programme & Resource person
2. Training Hall & infrastructure
3. Accommodation facilities
4. Food & Dinning
5. Water & Sanitation

Methods of maintenance

1. All the complaints and suggestions may be represented by a representative of the trainees. Within 48 hours the complaints will be redressed or suggestions will be implemented as per the rule and within the quality stipulated by the sponsoring department
2. Registers will be placed for all the items to express their views & also necessary rectification will be done within 48 hours
3. Pictorial representation chart will be displayed for all the above items & the participants may put tick mark to express their views on the quality.
4. White board will be displayed to get remarks about the quality maintenance.
5. Any other method suggested by the Sponsoring Agency.

The expected Quality Control will be assured within 48 hours from the time of representation and the action taken will be displayed.

Necessary process documentation will be done about the display of Quality Assurance & method of maintenance.