

SF 3.10C: Ring fencing of Q Team from operations – Compliance report from the management

The following steps are prescribed for separating the quality (Q) team from Operations (OP) team:

- The Q team head will report to the management and not to the project operations head
- Q team members will report only to the Q team head.
- Appointments should be regulated such that:
 - Q team personnel and operations personnel should not be interchanged in a project
 - No Q team members should be posted to the OP team of the same project within 15 months of completing the Q team assignment and vice versa. However the movement within the Q team and to OP team of other projects is permitted.
 - All changes in Q team should be brought to the notice of CTSA/SRLM. All planned changes should be informed 15 days before. However, in case of unplanned changes it should be reported within 48 hours. Any deviation from this will be treated as violation and will be reflected in the PIA grading.
 - The salary and structure of Q team should not be changed to Q team members disadvantage without approval of CTSA/SRLM.
- Performance appraisals of the Q team should be sent to the CTSA /SRLM

Performance of Q team will be reviewed by CTSA/SRLM along with the management whenever