

Tentative Programme Schedule

DATE : 11th SEPTEMBER 2017

Time	Event
08:00 am	Breakfast
08:15 am	Knowledge Test & Model Presentation
09:30 am	Inaugural Session
10:30 am	Case Study Presentation
12 Noon	Lunch (Veg)
01:00 pm	Case Study Presentation & Other Activities
04:00 pm	Tea Break

DATE : 12th SEPTEMBER 2017

Time	Event
08:00 am	Breakfast
09:00 am	Knowledge Test & Case Study Presentation
12 Noon	Lunch
01:00 pm	Additional Activities
03:00 pm	Valedictory Session
04:00 pm	Tea Break

Please Contact

A. B. Chowdhury

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Quality Circle Forum of India DURGAPUR CHAPTER

27th Chapter Convention on Quality Concepts

Date of Convention

11th to 12th September 2017

Registration

10th September 2017 ♦ Time : 10 am to 8 pm
11th September 2017 ♦ Time : 9 am

Venue

Netaji Bhawan, Rammohan Avenue,
A-Zone, Durgapur 713204
Dist-Burdwan, West Bengal, India

Invitation

Dear Sirs,

It is our pleasure to invite you for the CCQC'17 at QCFI Durgapur chapter . You are requested to kindly nominate maximum teams in the convention . Please register well in advance to provide you better service. QCFI Durgapur chapter has planned to organize it's Chapter convention during 11 & 12 September 2017

As per last year, improvement session will also be arranged for the teams . We are confident that this session will be helpful to the participating teams for rectifications of the case studies .

We do believe that basic changes in the Central Govt policy has inspired us to match the need of the country through quality concepts .

QCFI as a whole is dedicated to contribute it's knowledge and experience to develop " Skill India " in the nation for the success of " Make in India " roadway for progress .

In fact , it will not be possible to go ahead without your whole hearted support

A. B. Chowdhury, Secretary

Main Events for Competition

Scope of Presentations :-

- A. QIT / Quality Circle, / Lean Quality circle 2. Kaizen, 3.Six Sigma, 4.SMED Concepts, 5.TPM Circles, 6. WCM Circles, 7 Poka Yoke Concepts, 8 5-S Concepts 9. Any other allied concepts.
- B. MODEL PRESENTATION : FREE ENTRY .Please book the slot well in advance

Events for Participation

- 1. Slogan (English / Hindi)**
Must be written very clearly or computer print out in only A4 (210 x 297 mm) size papers will be accepted.
- 2. Poster Paper size :**
A3 Size. Page Margin : 5 cm from all sides.
- 3. Poetry in Hindi English / Bengali :**
Preferably in computer Print out or clear handwriting. Paper size A4.: Paper size A4. Preferably Computer print out or clear handwriting.
- 4. Essay Competition :**
Preferably computer print out or clear handwriting (Please note that below 5 entries no competition will be organized).

5. Each participant/team is eligible to submit maximum one entry per competition.

6. MODEL PRESENTATION

NB :

QC Team Members can participate in the Slogan / Poem / Poster / Essay / competition without any fee . Date for Model presentation as per your request.

Optional Quiz Competition, Knowledge Test will be conducted for EACH TEAM MEMBERS and total marks will be added . and it will be declared

Tentative Programme Schedule

◆ Registration

10 th September 2017 from 10 am to 8 pm

11th September 2017 at 9 am

VENUE : NETAJI BHAWAN , AZONE , RAM MOHAN AVENUE
DURGAPUR 713204

◆ 11.09.2016

8 am Registration, Case Study Presentation & Other Activities
at Netaji Bhawan, A-Zone, Durgapur - 4

◆ 12.09.2016

8 am Case Study Presentation and Other Activities
3 pm Valedictory Session At Netaji Bhawan, A-Zone Durgapur

Registration Fee Structure

SL	DESCRIPTION	FEE	SERVICE TAX
1.	Delegate or Additional Member for any type of Team per head	2,600	+ 15% as per rule
2.	QIT/ QC Team up to 6 members including Facilitator / Coordinator	15,600	+ 15% as per rule
3.	Allied Case Study / Kaizen Display, Visual Case Study Lean QC etc. Minimum 4 Members including Facilitator	10,400	+ 15% as per rule
4.	Visual case study presentation by 4 members	10,400	+ 15% as per rule
5.	Model presentation from the participated team	Free	

LAST DATE OF PAYMENT including case study , CD etc : 05 -09-2017

Mode of Payment

- ◆ The amount may kindly be drawn in favour of "QCFI Durgapur Chapter", payable at Durgapur within 05.09.2017.
- ◆ Please do enclose break up of the amount (a) Participation Fee, (b) Service Tax, (c) Any other Payment or deduction
- ◆ For outstation cases Demand Draft / At per Cheque / E-payments along with break up details is compulsory.
- ◆ In case of e payment please mail qcfidgp@mail.com for payment details before transfer of the amount.
- ◆ Our Bank Account No : 0450010109436 ; Our Banker : UNITED BANK OF INDIA, City Centre Branch ; IFSC : UTB10CIC980 ; MICR : 713027208 Our PAN No : AAAAQ0008P ; Service tax : AAAAQ0008PSD 013 ; Provisional GST No. : AA190417024520G
- ◆ Special Discount Available for Permanent Members @Rs. 250 /- per participant.
- ◆ Please note that a Xerox copy of Permanent Member Certificate will be required for any discount.

Awards

Category of Awards :

- ◆ GOLD ◆ SILVER ◆ BRONZE & ◆ Prizes for Other Competitions
- ◆ Award Category on Secured Marks during CCQC only.
- ◆ The Circles who score up to 59% marks will be awarded Bronze medal.
- ◆ The Circles who score from 60% to 69% marks will be awarded Silver medal.
- ◆ The Circles who score 70% and above marks will be awarded Gold medal.

Essay Competition

Topic: Five—s / SAACH BHARAT MISSION

- ◆ Essay should not exceed 400 words. It should be legibly handwritten in A4 size white paper, leaving a margin of 2 cm on all four sides. They can be either in English or Hindi or Bengali only Quality Circle Member who are participating in the Convention event are eligible. Prizes will be awarded to winners in each category.
- ◆ In these three cases, entry should have the name of the Participant and QC Team which he / she represent, along with the organisation name & category.
- ◆ There is no Entry Fee for all the above competitions. For Poster, Slogan and Essay Competitions, the last date for submission is 15th September 2016.

Poster & Slogan Competition

Topic : Quality / Productivity / Safety

The Poster and Slogan should be drawn on A3 Size Drawing Sheet, leaving margin of 3 cms on all four sides. They can be prepared in English or Hindi Posters and Slogans are restricted to ONE per person, in each category. Only Quality Circle Members who are participating in the convention events are eligible. Prizes will be awarded to winners in each category as per entry numbers

Important Information

1. Guideline to reach venue : Bus Stop, Netaji Bhawan, Ram Mohan Avenue, A-Zone, Durgapur - 4.
2. Case Study presentation slot allotment will be declared on 10th September 2017.
3. It is a must for each QC team to submit the QC meeting register book to the authorized person at the Registration Counter at the time of registration.
4. Filled up forms may kindly be sent on or before 05th September 2017 to our contact address.
5. The official language is either English or Hindi. Presenters presenting in any other language should arrange their own translator. you may please use English for better communication.
6. Please give us your E-mail address in the Filled up Registration Form for further communication.
7. One hard copy with CD as soft copy for case study will be submitted by the participating team during Registration. During nomination to NCQC 2017 one hard copy and CD of the case study will be sent to Headquarters directly from the organisation. In any case hard copy of the case study submitted at CCQC will not be returned back to Teams .
8. QC Record Book will be submitted at the Registration Counter and please collect the same on 12-09-2017 at Convention Venue. No need to carry record book to NCQC 2017.

Guidelines

Case study submission guidelines will be followed by the teams in chapter and national convention

1. Submission items and due dates for teams willing to participate in NCQC 2017
 - a. Full text of the case study as per the format prescribed in point no. 2 in English not later than 31 October 2016. For pre-evaluation.
 - b. Presentation material in power point either in Hindi or English with font support not later than 15th November 2016. For compilation and review.

2. Case study format

- Page size: A4 with minimum 25 mm margin for top and bottom, 25 mm margin for right and left
- Cover page format as given in relevant attachment I, II, III

Full text of the case study will have maximum 25 pages. In case of QC it is excluding list of problem identified. Please attach scan copy of the problem identified by the QC from record book.

Item	Font	Font Size	Remarks
Heading	Times New Roman or Arial	14 pt	Bold
Sub Heading	Times New Roman or Arial	12 pt	Bold
Text	Times New Roman or Arial	12 pt	Normal
Diagram and figures	Black & white	Minimum size 100 mm x 100 mm	Display clearly and enlarge, if necessary to facilitate easy understanding

2. Marking system in CCQC-2017

Sl.	Activity/Area	Marks
1	Pre-evaluation	60
2	Register marks	10
3	Case study presentation marks	20
4	Question - answer based on project presented	10
TOTAL		100

4. Case study presentation marks at Chapter convention is as follows:

Sl.	Activity/Area	Marks
1	Sequence	5
2	Communication Skills	5
3	Time Management	5
4	Special Effects	5
TOTAL		20

5. Register evaluation criteria for chapter convention is as follows:

Sl.	Activity/Area	Marks
1	General Information (P- 3,8,11)	2
2	Project Information (P - 12-21)	1
3	Attendance	1
4	Meeting minutes - compare with milestone chart of case study)	3
5	Monitoring of meeting minutes (By HOD, Coordinator, Facilitator)	2
6	Special Features	1
TOTAL		10

6. In chapter convention pre-evaluation marks for QC will be given from step no. 3 to 12 as follows:

Step	Activity/Area	Marks
3	Define the problem	6
4	Analysis of the problem	6
5	Find out causes	6
6	Root cause analysis	3
7	Data analysis	8
8	Development of solution	8
9	Foreseeing probable resistance	3
10	Trial implementation and check performance	8
11	Regular implementation	6
12	Follow-up/Review	6
TOTAL		60

7. Pre-evaluation criteria for LQC and other allied concepts in chapter convention are as follows:

Sl.	Activity/Area	Marks
1	Selection of problem and its relevance to the concept	10
2	Define the problem/project	10
3	Data collection (measurement)	15
4	Analysis of the data	15
5	Solution, implementation & gain	10
6	Follow up & control	10
TOTAL		70