



# QUALITY CIRCLE FORUM OF INDIA

ROURKELA CHAPTER, ROURKELA

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QCFI - RC/16-17/09

Dated : 31.05.2016

To

**Sub.: CCQC-2016 in Bhanja Bhawan, Rourkela organized  
by QCFI, Rourkela Chapter on 09th & 10th September 2016.**

Dear Sir,

Please find enclosed herewith a brochure of CCQC-2016 along with *Format for Registration as well as Case study report*. The convention is scheduled to be held on 09th & 10th September 2016 in Bhanja Bhawan, Sector-5, Rourkela-769 002.

In the last 23 years, convention has successfully provided a unique platform to the Industries and Educational Institutions to put forth their efforts for mutual development and solving problems.

Kindly nominate QC teams & delegates for the above convention. This year also concepts like Lean QC, 5S, TPM, Kaizen & Six Sigma have been included in this convention for presentation. Delegates can be either from executives or non-executives stream. Please nominate circles for other concepts too. **Only team members shall make presentation.**

In case you need any assistance, please feel free to write to the undersigned. Kindly indicate your Telephone/Mobile/Fax No. / Postal Address for communication. Name of the Members, Facilitators & Circles as well as Project titles must be written legibly. Kindly send duly filled in Registration Form. If Income Tax is deducted at source, kindly submit the relevant certificate. This is a must.

*Kindly renew your institutional membership for the year 2016-17, if not done earlier. New membership tariff is also enclosed for reference. Permanent Institutional Members shall get discount in CCQC & NCQC participation fee as mentioned in the tariff, if permanent institutional membership is valid till 2027 or beyond. Total fee includes participation fee and Service Tax as 15%. It is requested to adhere to the schedule to avoid any inconvenience. We shall be highly grateful if you kindly except this invitation and block the dates for 9th & 10th Sept. 2016 in your diary.*

Looking forward to your positive response for participation.

With warm regards.

Yours sincerely.

  
(S C Prasad)



# CCQC - 2016

Organized by :  
QUALITY CIRCLE FORUM OF INDIA, ROURKELA CHAPTER  
B/56, Sector-20, Rourkela - 769 005, Odisha

## REGISTRATION FORM

Tariff for registration by participating organisations are given below. Programme is scheduled on 09th & 10th September 2016 at Bhanja Bhawan, Sector-5, Rourkela-769 002.

### REGISTRATION FEE (Rs.)

Quality Circle (5M+1F)	₹ 15,900/- + 15% Service Tax
Allied Concepts (Max. 3M)	₹ 7,950/- + 15% Service Tax
Additional Member	₹ 2,650/- + 15% Service Tax
Delegate	₹ 2,650/- + 15% Service Tax
Indvl. Member/Engg./Mgt. Colleges (Life Member)	₹ 1,800/- + 15% Service Tax
	(per participant shall admissible)
School	₹ 1,500/- + 15% Service Tax
	(per participant shall admissible)

If permanent institutional member up to 2027 or beyond, a discount of ₹ 250/- per member shall be admissible for the first 4 categories above

A) Name of the Team : \_\_\_\_\_

B) Name of Team members (upto 5) :

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. |    |

Name of the Facilitator :

C) Name of additional Team members joining the convention for case study presentation.

- |    |    |
|----|----|
| 1. | 3. |
| 2. | 4. |

D) Name of Delegate joining the convention

- |    |    |    |
|----|----|----|
| 1. | 2. | 3. |
| 4. | 5. | 6. |

E) Please tick (✓) correctly -

- ◆ ☐ ORAL Category for Quality Circles / Lean QC / 5S / TPM / Kaizen / SPC Teams
- ◆ ☐ Essay/Slogan/Poem competition

D) Job Title : \_\_\_\_\_

	Total No. of members	Gross Fee Payable (₹)	Discount if any (₹)	Total Fee payable (₹)	Service Tax payable @15% (₹)	Total Amount (₹)	TDS if any, on col. 5 (₹)	Net Amount paid (₹)	Details of Payment (DD/Cheque/ e-Transfer/ Bank/Date)
1	2	3	4	5(3+4)	6	7(5+6)	8	9(7-8)	10
No. of Teams									
Addl. Members / Delegates							QCFI Membership No.		
							Valid Upto		
							PAN		

Payable at Rourkela in favour of **Quality Circle Forum of India, Rourkela Chapter.**

(Rupees.....only)

Name with seal

Organisation with address

E-mail/Mobile/Tel. No.

## STANDARD FORMAT FOR QC CASE STUDY

(USE THE SPACE AS MUCH REQUIRED FOR EACH OF THE FOLLOWING)

### 01. TITLE OF CASE STUDY :

### 02. BRIEF HISTORY OF THE ORGANIZATIONS :

- a) Name :
- b) Address :
- c) Phone / Fax / e-mail :
- d) Contact person / Coordinator :
- e) When QC movement started :
- f) No. of QCs in the Organization :
- g) No. of employees :  
(Executive/Staff/Workmen)
- h) Product/Service :
- I) Other Quality concept implemented :  
(5 S/Kaizen/TMP/TQM/ISO-9000/  
ISO-14000 etc.)
- j) QCFI Institutional Membership No. :

### 03. BRIEF HISTORY OF QC :

- a. Circle No. / Name :
- b. Department/Section :
- c. Facilitator :
- d. Leader/Dy. Leader :
- e. Name of the members :
- f. When Q.C. Started :
- g. Meeting Periodicity :  
(Weekly/Fortnightly/Monthly)
- h. Duration of Meeting :  
(1 hrs/2 hrs/more than that)
- i. Number of meetings held so far :
- j. Number of problems solved and implemented :
- k. Date of implementation of this Case Study :

### 04. PROBLEM SOLVING PROCESS CONTENTS :

(Use the space as required)

#### a) Identification of Problems :

#### b) Selection of Problems :

- ❖ Categorisation into A,B,C
- ❖ Selection based on rating or prioritization method
- ❖ Criteria for selection (Pareto concept)

#### c) Define the problem :

- ❖ Milestone Chart
- ❖ Process Depiction through Flow diagram
- ❖ Problem definition through detailed ; flow diagram where problems lies
- ❖ Explanation of problem & its impact
- ❖ Set Objectives
- ❖ Set Goals

#### d) Analysis of the problem :

- ❖ Use of 4W and 1 H (Except Why)
- ❖ With adequate Data

#### e) Identification of the causes :

- ❖ Appropriate Headers
- ❖ Correct orientation
- ❖ Causes & Sub-causes
- ❖ Type of Cause & Effect Diagram

#### f) Root Cause Analysis :

- ❖ Identification by validation
- ❖ Use of 5 W & 1 H

#### g) Data analysis :

- ❖ Through stratification
- ❖ Through Pareto
- ❖ Use of scatter diagram or any other relevant Tool

#### h) Developing solutions :

- ❖ Use of Brain Storming
- ❖ Work out time bound and responsibility shared action plan with reference to valid Root causes

#### i) Foreseeing probable resistance :

- ❖ Points of resistance and solution to overcome resistance

#### j) Trial implementation and checking the performance/result :

- ❖ Sizeable and appropriate data indicating period of trial
- ❖ Comparative study before and after QC
- ❖ Comparative Graphs / Charts

#### k) Regular implementation :

- ❖ Milestone or Gantt Chart for full implementation
- ❖ Data collection after regular implementation
- ❖ Comparison Before /After QC
- ❖ Tangible & Intangible benefits

#### l) Follow up & review :

- ❖ Need based check list, Graphs, etc. to sustain the process
- ❖ Decide frequency of review & result
- ❖ Standardisation
- ❖ Documentation for changes
- ❖ Milestone Chart (After) with reason of variation as per plan

#### m) Benefits by solving the problem :

#### n) Special gains for the members :

#### o) Future Plan :

#### p) Acknowledgment :

#### Please note :

Detailed Case studies should be submitted as per the above format.

## ***STANDARD FORMAT FOR OTHER THAN QUALITY CIRCLES CASE STUDY***

### **01. Explanation of the Concept :**

As in the case of allied concepts, circle member should explain in brief about the Lean QC Concept.

### **02. Define the Project Taken :**

This is the first step of DMAIC process being followed by the circle. Here circle will give brief description about the process, explain the problem with figure or through flow diagram and write down the objectives and goals.

### **03. Methodology used in concept for Project ;**

Follow measure and Analysis steps of DMAIC process -

In case of Measure, apply 4 W + 1H (excluding why) to show the severity of the problem, eg. When problem comes, what is the frequency, how much time, money manpower etc., required, what are the losses, which areas are affected; with safety and risk etc, followed by data wherever applicable.

In analysis, use why why analysis or Cause and Effect Diagram to get probable root cause, validate the root cause and observe the effect of root cause, if required. If number of root causes after validation are more, then draw Pareto Diagram to show the vital root causes affecting the problem.

### **04. Results Obtained :**

Here show improvement (I) of DMAIC. The solution obtained through Brain Storming, implementation of most feasible solution(s) and results obtained to be shown in this. Show both the diagrams, before & after modification, for comparison purpose

### **05. Follow-up Review :**

Here show control(C) of DMAIC. How you are going to control the solution implemented. Circle may use check list, Control Charts etc., and proper follow up, so that there should be proper control on solution implemented.

## HOTEL ACCOMMODATION

On request, hotels at Rourkela can be arranged with some advance. Registered QC Members/ Delegates or Guests may indicate the tariff range as per their eligibility and contact Sri S.N. Patnaik, Member, QCPI, Rourkela Chapter & DGM (IED), RSP. His contact no. is +91 9437004954/(0661) 2448838/ 8895500883. The contact nos. of some good hotels at Rourkela is given below (Downloaded from Internet).

### **FEW GOOD HOTELS AT ROURKELA**

<b>HOTELS</b>	<b>TELEPHONE</b>
Mayfair Group Of Hotel, Pamposh Road, Rourkela-769004	2502013/2502014
The Central Park, Main Road, Rourkela - 769 001	2511611/711/811
Hotel Subham, Infront of Railway Station, Rourkela-769 001	
Radhika Regency, Bisra Road, Rourkela- 769001	2510392/2510300
Hotel Regency Inn, Main Road, Rourkela-769 001	2510444/2520444
Hotel Deepti, Near Konark Cinema, Ring Road, Rourkela-4	2600386/2600847
Hotel Brindaban, Bisra Road, Rourkela-769001	2508920
Hotel Anurag, Main Road, Rourkela-769001	2510149/2510521
Hotel Sukh Sagar, Madhusudhan Marg, Mainroad, Rkl.-769 001	2508917/2508918
Pantha Nivas, Front Of IG Park, Rourkela	2646568
Hotel Shyam Pvt Ltd, Bisra Road, Rourkela-769001	2510337/2523154
Hotel Tridev International, Panposh, Rourkela-769004	2500416
Hotel Deluxe, Main Road, Rourkela-769001	2510351
Apsara Hotel, Main Road, Rourkela-769001	2510286
Hotel Ajanta, Bisra Road, Rourkela-769001	2522843
Hotel Ashirbad, Main Road, Rourkela-769001	2509596
Hotel Chandralok, Main Road, Rourkela-769001	2510622
Hotel Dingo Dona, Main Road, Rourkela-769001	2510363
Hotel Dolphin, Main Road, Rourkela-769001	2522156
Hotel Himat, Madhusudhan Marg, Rourkela-769011	2522648
Hotel Maharaja, Gandhi Road, Rourkela-769001	2522558
Hotel Monorama, Bisra Road, Rourkela-769001	2522000
Hotel Nidhi, P.H.Road, Rourkela-769001	2500776
Hotel Solan, Main Road, Rourkela-769001	2500600
Swastik Lodge, Gandhi Road, Rourkela-769011	2510689
Hotel Bombay, Traffic Market area, Rourkela-769001	
Hotel Rajmahal, Traffic Market area, Rourkela-769001	