

**31st Chapter Convention
CCQC - 2016**

on

QUALITY CIRCLE & ITS ALLIED CONCEPT

Saturday 24th September 2016
8.00 am to 6.00 pm

Venue

QUALITY CIRCLE EXCELLENCE CENTRE
PLOT NO: J/P 10, GANESHNAGAR, TELCO ROAD, MIDC BHOSARI, PUNE 411 026

Organized by



Quality Circle Forum of India , Pune Chapter

Objective of this Convention

Quality Circle Forum of India, Pune Chapter has immense pleasure in extending warm invitation to all the institutional members, Individual Members & QC members to participate in the 31st Chapter Convention on Quality Circle & Allied Concepts. This event will be an excellent platform for presenting the best of the work done by various quality practicing organizations. It will be a unique opportunity for all of us to share our experiences & learn.

We look forward to your whole hearted support and participation to make this event successful, meaningful and memorable one.

WELCOME TO CCQC 2016

Your Entry Gate to NCQC - 2016

**NATIONAL CONVENTION ON QUALITY CONCEPTS
NCQC – 2016**

16th TO 19th December 2016

VENUE

Shri Shankarachary Institute of Professional Management & Technology (SSIPMT)
Raipur , Chhatisgarh

*** THEME***

PEOPLE'S PARTICIPATION & PASSION – THE PATHWAY TO OVERALL SUCCESS

INVITATION

- This will be a forum for interaction and sharing of knowledge and ideas on Quality Circle and Other allied concepts such as TPM,5-S, Six Sigma,Kaizen, Poka-yoke, SMED, JIT, Kanban.
- To learn and understand practical aspects of Quality Concept better.
- This Convention will help the team for participating in the National Convention scheduled from 16th to 19th Dec 2016 at Raipur (Chhattisgarh)
- It will provide an opportunity to bring out creativity in its best form through Posters, Presentations & Visual displays.
- It will provide 'Recognition' and 'Encouragement' to members of Quality Concepts.

WHO SHOULD ATTEND

- Organizations where Quality Circle & allied projects on 5 -S, Kaizen, TPM, SMED, JIT, Six-Sigma etc. are active.
- Organization about to launch Quality Circle and other allied concepts.
- Organization and Individuals participating in Quality Circle and desirous to know about other allied concepts.
- Students / Staff from Engineering Colleges & Management Institutes.

WHAT PARTICIPANTS WILL BE BENEFITED WITH

- Learning from each other
- Understanding new ideas in industries
- Understanding latest tools & techniques
- Self-motivation
- Employee Involvement
- Mementos & Certificates
- Opportunity to participate in National Convention

COMPETITION GUIDELINES

Case Study Presentation on Quality Concepts

Case Studies on various Quality Concepts, including Quality Case Studies, recommended from the Chapter Convention and accepted for the National Convention, will be scheduled for presentation in parallel sessions.

The official Language for Presentation will be in Hindi / Marathi or English.

Team should have their Power Point Presentation

The entire presentation, including translation, however needs to be done within the prescribed time limit of 12 Minutes. (Plus 3 minutes for Questions and answer's)

There will be presentation on various concepts in separate halls and there would be separate criteria for evaluation of each concept. Case study Presentation can be given on the following categories:

- Quality Circle (QC)
- Lean Quality Circle (LQC)
- Kaizen
- WCM Circles
- Six Sigma Concepts
- Poka Yoke Concepts
- SMED Concepts
- 5-S Concepts
- TPM Circle
- Any other Allied team concepts



Skit Competition



The theme of the skit has to be related to Quality concepts, interested group are requested to send their skits nomination on or before Thursday 22nd September 2016 , at QCFI office. Best skits will be selected for competition, which will be held on 24th September 2016. Each skit should be completed within 10 minutes. 5 minutes are allotted for change over.

Model Competition

The Circle's who are interested in displaying their projects can display their model, for which 20 teams have to pre - register on first come first serve basis, depending upon the availability of slot. During Model display, at least 2 members should be present for explaining the model. A banner to be displayed showing the name of the Circle, organization name and the theme of the project or project title. Judge(s) will visit the stall and the best 20 models will be awarded.



Poster Competition



To encourage the creativity among the Quality Circle members, different competitions are being organized like Essay, Poster, slogan and Poem. Poster should be drawn on A2 size (420 mm x 594mm) art paper and should be related to '5-S', Quality, Safety etc. (Work Place Management)

Slogan/Essay Competition

Essay competition will be conducted on the theme of the convention CCQC 2016. Essay should not exceed 600 words. Interested QC members are requested to send their entries either in English or in Hindi. Selected entries will be given Certificates and memento. Last date for submission of all entries is Thursday 22nd September 2016 , and they should be sent to QCFI Pune Chapter.

साद घालतेय गुणवत्ता स्वप्न होईल साकार ।
क्यु.सी. तंत्रातून होईल लक्ष्यपूर्तीचा थरार ॥
फाईव्ह एसच्या मंत्रानी घडेल गुणवत्तेचा आधार ।
पी. डी. सी. ए. मंत्राचा अद्भुत आविष्कार ॥
सुरक्षित उत्पादन देव् अपार , घडेल देशाचा उध्दार ।
समाधानी ग्राहक राजाचा करुया जय जयकार ॥

PARTICIPATION GUIDELINES

- Only Member organizations are eligible to participate and present case studies
- Non members can participate by enrolling as QCFI members.
- Poster , Slogan and poem can be in English, Hindi or Marathi
- While Forwarding the entries please write the name of the Person, QC name , organization name clearly

RECOGNITION

Based on the Evaluation, the participating Teams will be given Trophies (Gold, Silver, or Bronze) along with participation Certificates.

The Team who score 71% and above	GOLD
The Team who score 61% to 70%	SILVER
The Team who score 51% to 60 %	BRONZE

ROLLING TROPHIES



REGISTRATION

CATEGORY	Amount (Rs)			Amount after Discount		
	Basic	S. Tax	Total	Basic	S. Tax	Total
Quality Circle	12500	1875	14375	11250	1688	12938
(Minimum Team should be of 5 Members Including Facilitator)						
Allied Concept	7500	1125	8625	6750	1013	7763
(Minimum Team should consist of 3 Members)						
Additional Member / Delegate	2500	375	2875	2250	338	2588
Students Engg	1500	225	1725	1350	203	1553
Per : Slogan / Poster / Essay	2500	375	2875	2250	338	2588
10% Discount for Organization with QCFI Institutional Permanent Membership						

DETAILS FOR MAKING PAYMENT BY RTGS/ NEFT

QCFI Details		Bank Details	
Quality Circle Forum of India , Pune		Name	Canara Bank
PAN No	AAAAQ0008	Branch	SME Bhosari
Service Tax	AAAAQ0008PST010	Account No	2431201005349
Contact Person	Rumale Channdrashekhaar	Address	MCCIA Bldg., J-462, Telco Road, MIDC Bhosari , Pune 411 026
Telephone No	020 46768768	MICR Code	411 015 023
Mobile No	9028468333	IFSC CODE	CNRB0002431

E Mail ID for contact & sending Payment details:qcfipc@gmail.com/ rumale.shekhar@gmail.com

**Payment of Registration Fee to be paid in Advance by RTGS / Cheque
in Favour of "Quality Circle Forum of India"**

SUBMISSION

- Quality Circle & Allied Case study – One Hard copy and one soft copy in CD using MS Power Point/ Word format (Compatible to MS office 2007) along with Record Book
- Hard copies of QC & other Concepts Case studies to be submitted on A/4 size paper in single space leaving a margin of 3 cm on all four sides.

Target Dates

- Last date of Intimation of Provisional Acceptance of Case Study : Tuesday 20th Sept.2016
- Last date for Submission of Case Study & Fees at our office : Thursday 22nd Sept. 2016

SPONSORSHIP

Quality Circle provides opportunity for Advertising your product / services in this event as participants from various organizations will be participating in this convention

Sponsorship for Lunch : Rs 25,000/=



2 Flex Banners of Size Width 5 ft x Height 12 ft will be displayed in the Auditorium on the stage.

Sponsorship for Tea & Snacks : Rs 15,000/=

Flex Banners of Size Width 12 ft x Height 8 ft will be displayed in the Cafeteria.

Sponsorship for Banner Display : Rs 10000/= Each banner

Flex Banners of Size Width 8 ft x Height 4 ft will be displayed in the Lobby

For Details Contact

Mr. Rumale Channdrashekhaar (M) 9028468333

Mr. Vijay Kamble (020) 46768768

E-mail id : qcfcip@gmail.com / rumale.shekhar@gmail.com

Registration Form For 31st CCQC 2016

Quality Circle Forum of India,
Pune Chapter

Dear Sir,

Please register the following Team for CCQC -2016 from our organization.

Name of the Team : _____

Category (Quality Circle, TPM, Kaizen, SMED, 5'S', etc.): _____

Please Tick : Case Study Presentation: () Poster: () Slogan: () Visual : ()

Sr.	Full Name of Member / Delegate
1	
2	
3	
4	
5	
6	
7	

Total Number of Participants : []

Organization Details :

Name : _____

Address : _____

Authorized Persons Details :

Name : _____

Cell No: _____ Phone No (Direct): _____

Email Id : _____ Website : _____

Designation : _____ Signature : _____

QCFI Membership No : _____ Valid Upto (Date) : _____

Payment Details :

Cheque should be drawn in favour of "Quality Circle forum of India"

Amount Rs : _____ Cheque No: _____ Dated: _____

Bank Name : _____ Branch : _____

**Please fill a separate Form for each team

Standard Format For QC Case Study

Note: This is only a guideline. You will have to use as much space required for each of the following while preparing the case study.

1. **Title of Case Study** :
2. **Brief history of the Organization** :
 - a. Name :
 - b. Address :
 - c. Phone / Fax / E-Mail :
 - d. Contact person / Coordinator :
 - e. When QC movement started :
 - f. No. of QCs in the Organisation :
 - g. No. of employees - Executives / Staff / Employees:
 - h. Product / Service :
 - i. Other Quality Concepts Implemented viz. Five-S / Kaizen / TPM / SMED. Etc. :
 - j. QCFI Institutional Membership No. :
3. **Brief History QC**
 - a. Circle No./Name :
 - b. Department/Section :
 - c. Facilitator :
 - d. Leader/Dr. Leader :
 - e. Name of the member :
 - f. When QC started :
 - g. Meeting Priority - Weekly/Fortnightly/monthly :
 - h. Duration of Meeting - 1 hour / 2 hours
4. **Problem Solving Process contents**
 - a. Problems identified :
 - b. Present problem and reasons for selection :
 - c. Define the problem :
 - d. Analysis of the problem :
 - e. Identification of the causes :
 - f. Finding out the root causes :
 - g. Data Analysis :
 - h. Developing solutions :
 - i. Foreseeing probable resistance :
 - j. Trial implementation and checking the Performance / Results :
 - k. Regular implementation :
 - l. Follow up / review :
 - m. Benefits achieved by solving the problem :
 - n. Special gains for the members :
 - o. Future plan :
 - p. Acknowledgment

Evaluation Guidelines For Quality Circle

Total evaluation will be for 100 Marks. The details are given below:

1) Case Study Evaluation: Maximum 70 Marks.

STEPS	MAX MARKS
* Identification of Problem	2
* Selection of Problem	3
* Define the Problem	8
* Analysis of the Problem	7
* Finding out the Causes	8
* Root Cause Analysis	5
* Data Analysis	7
* Development of Solution	8
* Foreseeing Probable Resistance	5
* Trial Implementation & Check Performance	7
* Regular Implementation	7
* Following - up Review	3
Sub Total : 1	70

2) Case Study Presentation: Maximum 30 Marks.

* Time Management	5
* Sequence	5
* Team Coordination	5
* Special Effect / Creativity	5
* Question & Answers	10
Sub Total : 2	30
Grand Total :	
100	

3) Evaluation Guidelines for Register Maintained by Quality Circle s: 10 Marks

* General Information (Facilitator, Leader, Member etc.)	01
* Project Information	01
* Attendance Percentage	01
* Meeting Minutes (Compare with Milestone Chart & Case Study)	05
* Monitoring of meeting minutes (by HOD/ Coordinator/ Facilitator)	01
* Special Features	01
Grand Total	10

Note: Registers will be checked by representative of QCFI – Head Quarter at the time of CCQC 2016 and Marks of Registers will be considered at National Convention 2016.

Evaluation Guidelines For Allied Concepts

Total evaluation will be for 100 Marks. The details are given below:

1a) Evaluation Criteria for other Concepts: Maximum 70 Marks.

STEPS	MAX MARKS
* Explanation of the Concept	15
* Defining the Project Taken	15
* Methodology used in the concepts for project	15
* Result obtained	15
* Following - up Review	10
Sub Total : 1a	70

1b) Other Concepts Case Study Presentation: Maximum 30 Marks.

Criteria	MAX MARKS
* Sequence, Clarity, Team Work (Smooth Change over from one speaker to another)	05
* Time Management	05
* Communication skills, Confidence Level	05
* Special features	05
* Question & Answers	10
Sub Total : 1b	30
Grand Total (1a +1b)	100