

**QUALITY CIRCLE FORUM OF INDIA**  
**CCQCC - 2016**  
**25th CHENNAI CHAPTER QUALITY CIRCLE CONVENTION**  
**September 10<sup>th</sup> & 11<sup>th</sup> 2016**

**REGISTRATION FORM**

(Use separate registration form for each QC Team case study presentation / Delegate)

**Name of the Organisation** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Phone/Fax/E-mail** : \_\_\_\_\_  
**Name of the Quality Circle \*** : \_\_\_\_\_  
**Contact Person** : \_\_\_\_\_  
**Designation** : \_\_\_\_\_  
**Phone Number / Mobile Number** : \_\_\_\_\_  
**E-mail** : \_\_\_\_\_

Sl.No.	Name of the Participant	Designation
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

**DETAILS OF PAYMENT:**

Enclosed a DD / Cheque Payable at par Cheque No. .... Dated.....for  
₹.....(Rupees.....only) drawn on bank.....  
(DD/ Cheque should be drawn in favour of "QCFICC" payable at Chennai).

**FEES**

QC Team with Five or less Members	: ₹ 10,000/- + 15% ST : Total ₹ 11,500/-
For every Additional Member in QC Team	: ₹ 2,000/- + 15% ST : Total ₹ 2,300/-
Delegate Fee per person	: ₹ 2,000/- + 15% ST : Total ₹ 2,300/-

Seal :

Signature

**Note:** a) Only vegetarian food will be served.

b) For NEFT Payment / IFSC / RTGS. Code : CNRB 0000909 Canara Bank, Guindy, SB A/c No. 0909101031212

Companies not making any case study presentation but sending only delegates may also use this form for Registration. Two sets of hard copy, CD containing case study and QC register must be handed over on 10.09.16 at the time of Registration at the CCQCC Venue in a separate Big Size cover.

**CCQCC 2016**  
**ENTRY FORM FOR OTHER EVENTS**  
( Use one sheet for each QC Team)

Name of the Organization :

Name of the QC Team :

A. Quiz competition(Write the name of the participants)

- 1.
- 2.

B. Poster competition

- 1.

C. Slogan competition

- 1.

D. Poem competition

- 1.

E. Debate

- 1.
- 2.

F. Kaizen competition

- 1.
- 2.

***Note : These events are meant only for QC Members and not for Facilitators / Co-ordinators.  
There is no entrance fee for these events as it is only for the registered QC Teams.***

Seal:

Signature

## **CCQCC 2016 - EVALUATION CRITERIA**

1. Marks for knowledge test will be 40 in NCQC. Number of question will be 20 and time will be 20 minutes in NCQC. Test will be for all teams in NCQC. There will be separate knowledge test paper for allied concepts, LQC, 5S and QC.
2. Register marks will be given by the chapter and to be added in the total marks in CCQC for Quality Circles. The details are as follows:

Sl. No.	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
	<b>Total</b>	<b>100</b>

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

Sl. No	Activity/Area	Marks
1	Sequence	5
2	Communication Skills	5
3	Time Management	5
4	Special Effects	5
	<b>TOTAL</b>	<b>20</b>

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

Sl. No.	Activity/Area	
1	General Information (P- 3,8,11)	<b>2</b>
2	Project Information (P - 12-21)	<b>1</b>
3	Attendance	<b>1</b>
4	Meeting minutes - compare with milestone chart of case study)	<b>3</b>
5	Monitoring of meeting minutes ( By HOD, Coordinator, Facilitator)	<b>2</b>
6	Special Features	<b>1</b>
	<b>TOTAL</b>	<b>10</b>

5. 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
	<b>TOTAL</b>	<b>60</b>

Question - answer based on project presented

**10**

## **CCQCC 2016 - RULES AND REGULATIONS**

### **A. QC Case Study- Oral Presentation**

Submit the following in a separate cover at the Registration Counter (on 10.09.2016 forenoon)

- a) Two hard copies of Case Study
- b) Record / Register of the Quality Circle
- c) Windows compatible CD of the Case Study
- ❖ Oral Presentation will be for a duration of 15 minutes followed by Q & A session for 5 mts.
- ❖ Computer & LCD will be provided at the venue.  
(To avoid compatibility issues teams are recommended to bring their Laptop)
- ❖ Only the members of QC teams registered for the convention can present their case study.

### **B. Quiz Competition**

- ❖ Two Members per team. (One Team per Registered QC Circle)
- ❖ Open to Registered QC members only.
- ❖ Preliminary will be conducted on 10.09.2016 afternoon .
- ❖ Final rounds will be conducted on 11.09.2016 afternoon.

### **C. Poster Competition**

- ❖ Theme will be given on the spot. One nomination per Registered QC Circle.
- ❖ Drawing sheets, pencil and eraser will be given
- ❖ Colouring materials to be brought by the participants
- ❖ Event will be conducted on 10.09.2016 afternoon

### **D. Poem and Slogan Competitions**

- ❖ Theme will be given on the spot.
- ❖ One entry for Poem and one for Slogan per Registered QC Circle.
- ❖ Only one slogan per entry is allowed
- ❖ Only one poem per entry is allowed
- ❖ Event will be conducted on 10.09.2016 afternoon

### **E. Debate**

- ❖ One Team per Registered QC Circle. Two participants per team.
- ❖ Only for QC members. (Delegates/Facilitators are not eligible).
- ❖ One member to talk for the topic and the other member to talk against the topic.
- ❖ Duration 5 minutes per member and totally 10 minutes per team.
- ❖ Event will be conducted on 10.09.2016 afternoon

### **F. Kaizen Competition**

- ❖ One Team per Registered QC Circle.
- ❖ Only for QC members. (Delegates/Facilitators are not eligible) Two participants per team.
- ❖ Duration 10 minutes per team.
- ❖ Event will be conducted on 10.09.2016 forenoon.

*Note : These events are only for WORKMEN and not for Engineer, Executive, Facilitator, Co-ordinator.  
The above dates are subject to change due to administrative reasons.*

## CCQCC - 2016

25<sup>th</sup> CHENNAI CHAPTER QUALITY CIRCLE CONVENTION

September 10<sup>th</sup> & 11<sup>th</sup>, 2016

### ADVERTISEMENT

We take pleasure in booking our advertisement in the souvenir to be brought out on the occasion of the Chennai Chapter Quality Circle Convention (CCQCC - 2016) scheduled for 10 & 11, September 2016.

1. Back Cover ₹ 20,000/-
2. Front Inside Cover ₹ 15,000/-
3. Back Inside Cover ₹ 15,000/-
4. Inside Full Page (COLOR) ₹ 5,000/-

The matter pertaining to the advertisement is enclosed.

We enclose a DD No. ....Date.....Drawn on.....  
.....Bank for ₹.....  
(Rupees.....only)  
drawn in favour of "QCFICC" payable at Chennai.

Signature:

Name :

Designation:

Organisation Seal:

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Please send advertisement form duly completed with DD / Cheque payable at par in Chennai on or before 03.09.2016 to:

**THE SECRETARY,**

QCFI, Chennai Chapter

Module No. 36, Second Floor, Garment Complex,

Thiru. Vi. Ka Industrial Estate, Guindy, Chennai - 600 032

Phone : 044 - 22500622 | E-mail:qcficc@yahoo.co.in

## 5S Award

### Objectives of 5S Award:

- ★ To evaluate 5S Status & implementation methodology
- ★ To motivate and promote systematic way improvements in 5S
- ★ To create a healthy competition in developing best practices in workplace (Bench marking)

### Evaluation Procedure:

- ★ Eminent jury (Two persons from QCFI Chennai Chapter) will visit during August / September, 2016 with prior communication to the concerned organization to carry out the 5S inspection. Transport and hospitality shall be provided by the participating company.
- ★ The award is for the specific Location / Division.
- ★ Based on the inspection score, the companies will be awarded Par- Excellence / Excellent / Meritorious.
- ★ The awards will be presented in the Inaugural function of CCQCC 2016 on 10<sup>th</sup> September 2016.

### Registration & Fees:

The organizations interested to participate in the Event need to register on or before 31<sup>st</sup> August 2016.

Fees: ₹ 18,000/- + 15% ST for award

**DD/ Cheque to be drawn in favour of "QCFICC" payable at Chennai and sent to  
The Secretary  
QCFI, Chennai Chapter,  
Module No. 36, Second Floor, Garment Complex,  
Thiru. Vi. Ka Industrial Estate, Guindy, Chennai - 600 032.**

<b>RTGS - VENDOR INFORMATION</b>	
<b>Name of the Organisation</b>	<b>Quality Circle Forum of India</b>
Address -Office :	<b>Module No. 36, Thiru Vi Ka Industrial Estate</b>
St No. & Name	<b>Guindy</b>
District	Chennai
City	Chennai
Pin code	6000032
Contact Person	S.Ramachandran, Manager
Phone Number	044 -22500622
email-id	qcficcadmn@gmail.com
Nature of work	Training and faculty service
Payment Terms	As agreed
Name of the Bank	Canara Bank,
A/C Name used In the Bank	Quality Circle Forum of India , Chennai Chapter
Branch	Guindy
A/C Number	SB Account No. 0909101031212.
A/C Type	Saving Bank account
IFS CODE	CNRB0000909
MICR Code	600015016
<b>Cheque in Favour of</b>	Quality Circle Forum of India Chennai Chapter
<b>TAX DEDUCTED DETAILS</b>	
PAN No.	AAAAAQ0008P
NATURE OF SERVICE / JOB	
<b>EXCISE AND TAX DETAILS</b>	
TIN NO	CHE Q 03183F
CST NO	
LST NO	
EXCISE OR NON EXCISE	
Excise Registration number	
Excise Range	
Excise Division	
Commissionerate	
<b>SERVICE TAX DETAILS</b>	
Category of Service	Commercial Training and faculty
Service Tax Registration Number	AAAAQ0008PSD014