

Quality Circle Forum of India Guwahati Centre

In Participation
with



Organizes

**3rd Centre
Convention
on Quality
Concepts**

(GHYCCQC-2016)

25th September 2016

Time: 8:00 AM



THEME

**People's
Participation &
Passion**

**The Pathway
to Overall
Success**

VENUE
HOTEL BHARGAV GRAND
Near D.T.O. Office, Betkuchi,
Lokhra, NH 37, Guwahati.



INVITATION

The Chairman and the members of the Governing Council of Quality Circle Forum of India, Guwahati Centre takes immense pleasure in extending a warm invitation to participate in the 3rd Centre Convention on Quality Circle Concepts on 25th September, 2016, through case studies presentation in both QC and allied concepts, participations in poem, poster, slogan, essay, model, quiz and skit competitions.

QCFI, Guwahati Centre was established on 23rd September, 2013. It has been conducting trainings on the topics such as Training For Trainers, Process Capability, Problem Solving Tools & Techniques, Total Productive Maintenance, Success Through Small Improvements, 5 S programme, PDCA, SPC programme; etc on regular basis after the inception. Most of the trainers are very experience people in their respective field and come from different parts of India. This is also a good platform for mutual learning with various industries in Guwahati.

We had organized 2 Centre Conventions where teams presented case studies on Quality Improvement through Quality Circle from different organisations mainly Emami Ltd. Kolkata, Silvassa, Vapi, Panthnagar, Dongari including Guwahati; Godrej Consumer Products Ltd. (from all the Factories from North-East); Manjushree Polypacks Ltd.; York Print Ltd.; Sainath Packaging Ltd., NTPC Ltd. (from Raihand, Kahalgaon, Dadri), etc. had participated successfully.

Guwahati is a major city in eastern India, often considered as the gateway to the North-East Region (NER) of the country. Dispur, the capital of Assam is situated within the city. Guwahati is one of the most rapidly growing cities in India. Today it is known as the largest commercial, educational and industrial center of the entire north-eastern region in India. Plenty of green hills, mighty Brahmaputra River, religious places, premier educational institutes, historical monuments and archeological sites add to the aura of the place.

We look forward for your whole hearted support and cooperation by participating in large numbers in GHYCCQC 2016 to make the convention a grand and memorable event.

Mr. Sushil Kr. Goenka
Chairman
QCFI, Guwahati Centre

Mr. Ronn Pakrashi
Secretary
QCFI, Guwahati Centre





CONVENTION OBJECTIVES

- To provide opportunity to quality circles to freely express and exchange their ideas and to express their achievements through case studies presentations.
- To give opportunity and to encourage creativity talent in quality circle members through competitions.
- To provide a forum for interaction and exchange of knowledge on quality circle concepts.
- To encourage the spirit of competition, teamwork and continuous improvement.
- To make QC movement self-generating and an ever growing segment of Total Quality Management.
- To select and recommend the case studies for forth coming National Convention on Quality Circles to be held at Raipur in December 2016.
- To felicitate the participating team by presenting the mementos in three categories i.e. Gold, Silver and Bronze.





BRIEF OUTLINES OF EVENTS

I. Inaugural Session

- II. Case Study presentation on Quality Concepts:** Case studies on various Quality Concepts as detailed below will be scheduled for presentation in parallel sessions. The entire presentation (including explanation with the aid of models) need to be done in 15 minutes.

Quality Circles
Lean Quality Circle

Kaizen
TPM CIRCLES

5S Concepts
Any other allied team concepts

- III. Knowledge Test for QC Team Members:** Knowledge Test is not mandatory for Chapter Convention. Test Score will not be considered for the case study evaluation in the Chapter Convention but the same will be considered to shortlist the teams for Quiz competition. The question paper will be given during registration. The same, duly answered, to be submitted before lunch on 25th September.

- IV. Forum for Facilitators and Co-ordinators:** Executives, Managers, Co-ordinators and Facilitators who attend the convention will be deliberate on convention theme.

- V. Essay/ Poster/Skit/Poem/ Slogan Competitions:** To encourage creativity in QC members, Essay/ Poster/ Skit/ Poem/ Slogan Competitions will be organised. Essays on the theme of the Convention may be submitted along with the case studies on or before 23.09.2016. Only the registered delegates are eligible to participate.

- VI. Model Exhibition:** Teams are required to display their QC name and organisation at the Model Exhibition. The criteria for evaluation will be on relevance to the project presented, creativity, use of scrap, skill of explaining, moving/ live model. Judges will visit the Exhibition on 25th September 2016 at 11 AM to evaluate and select the best model.

- VII. Quiz Competition:** Three QC teams for quiz contest will be selected on the basis of Knowledge Test score.

VIII. Valedictory Session





LAST DATE OF SUBMISSION

Duly Filled Registration /Nomination Form Through E-Mail		22.09.2016
Soft Copy (Single pdf file) of Case Study for pre evaluation through email		22.09.2016
Participation Fee with Payment Details (Fee/Service Tax/TDS etc)		23.09.2016
QC Record Book/ Meeting Register for Pre Evaluation		23.09.2016
For further Details & communications	Marzana Dutta marzanadutta.2012@gmail.com/ qcfiner@gmail.com 8723849639	Ronn Pakrashi ronn.pakrashi@yahoo.com 8811096878

LANGUAGE

The language of the convention is Hindi, English, Bengali and Assamese.

AWARDS TO BE GIVEN

- Certificates will be given to all QC members.
- Awards will be given to the QC teams for presenting their case studies (oral, visual, model) on merit basis.
- One award will be given to the best circle presentation case study in GHYCCQC 2016 from the units outside of the centre area.
- One award will be given to the unit for sending maximum number of participants.
- Awards will be given for poem, poster, slogan, essay, model, quiz and skit.





VENUE

HOTEL BHARGAV GRAND

National Highway 37, Near DTO Office,
Lokhra, Betkuchi, Guwahati,
Assam -781035
Phone: 098 54 051000, 9864074769.

REGISTRATION FEES

S.N.	Particulars	Registration fee (tax included)
1	QC Team - For a group upto 5 members per Team and Facilitator	₹ 10753/-
2	Allied Concepts - For a group upto 3 members including Facilitator	₹ 9488/-
3	Additional member for serial no. 1, 2 and also delegates from member organizations.	₹ 2500/-
4	Guest/Delegate from non member organisations (per member)	₹ 3000/-

MODE OF PAYMENT

1. Demand Draft/ pay order to be drawn in favour of Quality Circle Forum of India, payable at Guwahati.
2. Registration fees can also be sent through NEFT or ECS

Bank detail: IDBI Bank, G.S. Road Branch, Guwahati – 781005
Name of the Account: *QUALITY CIRCLE FORUM OF INDIA*
Account No.: 0136104000106085
IFS Code: IBKL0000136





PROGRAMME SCHEDULE

1.	Registration	:	08:00 A.M. to 09:00 A.M.
2.	Inaugural function	:	09:00 A.M. to 10:00 A.M.
3.	Case Studies Presentation	:	10:00 A.M. to 01:00 P.M.
4.	Model Exhibition	:	11:00 A.M. to 03:00 P.M.
5.	Lunch	:	01:00 P.M. to 02:00 P.M.
6.	Case Studies Presentation	:	02:00 P.M. to 03:00 P.M.
7.	Quiz Competition	:	03:00 P.M. to 03:30 P.M.
8.	Skit Competition	:	03:30 P.M. to 04:00 P.M.
9.	Valedictory & Prize Distribution	:	04:00 P.M. to 05:30 P.M.

ORGANISING COMMITTEE

Mr. Sushil Kr. Goenka
Chairman
QCFI Guwahati Centre

For all information & correspondence please contact

Name	Designation	Contact No.
Mr. K. Abdul Samad	Vice Chairman	7578001094
Mr. Ronn Pakrashi	Secretary	8811096878
Mr. Sharad Bawari	Treasurer	9864094990
Mr. Jayanta Kr. Gogoi	Joint Secretary	9435135026
Dr. Rajesh Ranjan	Executive Member	8822178822
Mr. Puneet Agarwal	Executive Member	9859925152
Mr. T. S. Selvamani	Executive Member	9707026030
Mrs. Priyansha Mehra	Executive Member	9706049551
Mr. Sanjeeb Kakati	Executive Member	9435014576
Ms. Marzana Dutta	Centre Executive	8723849639



REGISTRATION FORM – 1
ORGANISATIONAL PROFILE



**QUALITY CIRCLE FORUM
OF INDIA**
GUWAHATI CENTRE

The Secretary
QCFI Guwahati Centre

1.	Name of the Organization (In Capital Letters)	
2.	Full Address	
3.	Phone No. / Mobile No.	
4.	Contact Person (in Capital Letters)	
5.	Designation	
6.	E-mail ID	
7.	Institutional Membership No.	
8.	Valid Up to	
Sl. No.	Name of the Team	Category: QC Team/ Allied Concepts Team
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Fee Payment Details

Cheque / Demand Draft No. Dated Drawn in favour of Quality Circle Forum Of India, payable at Guwahati.
Name of the Bank Branch Name Amount
Amount in words

Please Filled Up The Following Heads To Avoid Further Queries

A) Fee Rs. B) Service Tax Rs. C) Any deduction Rs.

REGISTRATION FORM – 2**ORGANISATIONAL PROFILE****QUALITY CIRCLE FORUM
OF INDIA
GUWAHATI CENTRE**

Name of the Organization (In Capital Letters)	
Name of Team	
Category (Please tick (√) according to submission of case study)	<input type="checkbox"/> Quality Circle <input type="checkbox"/> Allied Case Study (Lean QC, Kaizen, Five-S etc)

PARICULARS ABOUT PARTICIPANTS

Sl. No.	Name of the Member (in Capital Letters)	Position in the Team
1.		
2.		
3.		
4.		
5.		
6.		

Total Heads

Authorized Signatory

(Name, Designation and Seal)