



QUALITY CIRCLE FORUM OF INDIA
Hosur Chapter

3rd CHAPTER CONVENTION ON QUALITY CONCEPTS

7th OCTOBER, 2018

Theme:
**Igniting Minds
for Innovation**
through Quality Concepts

Quality

Venue:

TVS Institute of Quality and Leadership (IQL)

Attibele - Anekal Road, Thattanahalli, PIN 562107

Quality Circle Forum of India, Hosur Chapter

3rd Chapter Convention on Quality Concepts

I. Invitation

The chairman and governing council members of Quality Circle Forum of India (QCFI)-Hosur chapter have great pleasure in extending a warm welcome to its 3rd chapter convention on Quality concepts (CCQC 2018) being organised at **TVS Institute of Quality And Leadership (IQL) on Sunday 7th October 2018**. QCFI has already spread its wings across manufacturing Industries, Service Organisations, Banks, Hospitals & IT Industries.

CCQC provides an opportunity to share and exchange their experiences and best practices and it encourages the spirit of competition, team work and continual improvement.

In this convention teams from various organisations will showcase their achievements through case studies in two streams:

A - Quality Circle

B - Allied concepts

These Presentations will be evaluated by Judges (Industrial experts). We also conduct Quiz Competition, Slogan Competition & Poster Competition

The theme of the convention is: **“Igniting Minds for Innovation through Quality Concepts”**

Benefits for the Participants:

- Mutual Learning, Self -motivation, Acquiring of new ideas & application of quality tools for the Individuals and
- Employee involvement, recognition through Mementos & Certification for the participants.

Organisation

It is going to be an exhilarating experience and our good wishes to all the participants

2. Details of Highlights

S.No	Highlights	Objective	For whom
A	Case Study Presentation by Quality Circle (QC) /SGA	<ul style="list-style-type: none">• Sharing of Success• Learning from Case studies of other teams.	<ul style="list-style-type: none">• Team from all categories of employees.
B	Allied Concepts Presentation	<ul style="list-style-type: none">• Sharing of experiences on application of: Lean, Six Sigma, TPM, Kaizens	<ul style="list-style-type: none">• Team from all categories of employees.

2.1 Quiz Competition (Details to be provided as per Form-4)

- Quiz will be conducted to assess the knowledge of participants in problem solving, usage of QC Tools and other QC concepts.
- Two members per team (one team per registered QC circle).
- Open to registered QC members only.

2.2 Poster / Slogan Competition (Details to be provided as per Form-4)

- This competition will provide an opportunity to the QC members to exhibit their creative talent.
- Theme will be given on the spot
- One member per registered QC circle
- Drawing sheets, pencil & eraser will be provided.
- Colouring materials to be brought by the participants
- More than one poster / one slogan will disqualify the participant
- If any other accessories are required the participants will bring the same.

3. Recognition

Based on the evaluation by a panel of judges, the participating teams will be given awards and the certificates

S.No	Score	Award
1	70% and above	GOLD
2	60% and above but less than 70%	SILVER
3	50% and above and less than 60%	BRONZE
4	Less than 50%	PARTICIPATION CERTIFICATE

GOLD winning teams (in QC/SGA and ALLIED CONCEPTS) will be recommended to participate in NCQC -2018 to be held at Gwalior in DEC-2018.

4. CCQC Registration and Fee Structure 2018

S. No.	Category	Large Scale Industries		MSME	
A	Quality Circle	Permanent	Annual	Permanent	Annual
A	QC / SGA case study - For all categories of employees. (5-Member + I Facilitator / Team leader)	₹ 12000 + 18% GST	₹ 13000 + 18% GST	₹ 6000 + 18% GST	₹ 6500 + 18% GST
B	Allied concepts	Permanent	Annual	Permanent	Annual
B1	Lean, Six Sigma,TPM Case study for Categories of employees. (3-member + I Facilitator)	₹ 5000 + 18% GST	₹ 6000 + 18% GST	₹ 2500 + 18% GST	₹ 3000 + 18% GST
B2	Kaizen on : 5S,Safety, Poka - Yoke, SMED, Kan- Ban and J.I.T (3-member + I Facilitator)				
	Additional member of the same team / delegate	₹ 1000 + 18% GST		₹ 500 + 18% GST	

Our GSTIN: 33AAAAQ0008P5ZM

PAN: AAAAQ0008P

SAC No.: 999293

5. Particulars for Registration

1.	LAST DATE for REGISTRATION - 20th SEPTEMBER, 2018.
2.	Registration / Delegate fee to be paid through NEFT / DD / At Par Cheque drawn in favour of "Quality Circle Forum of India Hosur Sub-Chapter" payable at Hosur
3.	For RTGS / NEFT Transfer Name of the Account: Quality Circle Forum of India Hosur Sub-Chapter Type of A/c: SB Account No: 1972101046456 Bank Name: Canara Bank, Main Branch, Hosur IFSC Code: CNRB0001972 MICR Code: 635015402 Please provide Bank Name, Transaction Number and the Amount Transferred to Mr. V. Natarajan, Honorary Treasurer - Mob: 94433 66306 for preparing receipt.
4.	Communication Address: QCFI Hosur Chapter, C/o. MSK Products Pvt. Ltd., First Floor, # 44, STEP Colony, NH-7, Hosur - 635 126. Tamilnadu, (Near Chennai Silks)
5.	The member organizations, whose membership is valid as on the date of registration are allowed to participate.
6.	Cancellation: No refund of Registration fee in case of cancellation.
7.	Non - payment of Registration fee will disqualify the team and it cannot participate.

6. GUIDELINES AND RULES FOR PARTICIPATION IN THE CONVENTION

6.1 Registration Counter

Each Organisation will fill form 1 for indicating profile of the organisation & summary of teams participating in the CCQC (One sheet per organisation. If more teams are there take photo copies).

Quality Circle (QC)

- a. One Hard copy of case study (period June-2017 to May 2018) with the following details in the front page to be submitted on 07-10-2018 for **PRE EVALUATION. Use Form-3 for Kaizen.**
- Name of the Organisation
 - Name of the team
 - Title of case study
 - Category [QC / ALLIED CONCEPTS (Lean / Kaizen)]
- b. All QC teams have to mandatorily submit their **QC Record Book** for evaluation. Marks obtained for QC record book, are considered for overall marks for awards in CCQC-2018.
- c. QC Teams have to take up **knowledge test for 10 marks** and the same will be done as a team. Marks obtained for knowledge test are considered for overall marks for awards in CCQC-2018.
- d. The total duration of oral presentation is 20 minutes which comprises minutes presentation by the team and 5 minutes for question and answer session by the panel of judges. At the end of 12th minute a warning buzzer will be given.
- e. **Form-2** to be filled for each team participating and names to be written in capital letters to facilitate preparation of certificates.
- f. Windows team should have windows compatible PPT of the case study in CD / Pen Drive for loading (Virus protected).

Allied Concepts

- a. One Hard copy of case study (period June-2017 to May 2018) with the following details in the front page to be submitted on 07-10-2018.
- Name of the Organisation
 - Name of the team
 - Title of case study
 - Category [QC / ALLIED CONCEPTS (Lean / Kaizen)]
- b. The total duration of oral presentation is 20 minutes which comprises of 15 minutes presentation by the team and 5 minutes for question and answer session by the panel of judges. At the end of 12th minute a warning buzzer will be given.
- c. **Form-2** to be filled for each team participating and names to be written in capital letters to facilitate preparation of certificates.
- d. Windows team should have windows compatible PPT of the case study in CD / Pen Drive for loading (Virus protected).

6.2 Others

1. Institutional / Organisation members of QCFL are eligible to participate in Presentation
2. Non-members of QCFL may also participate by enrolling as member immediately by submitting membership application which is enclosed
3. Teams formed outside region /chapter may also participate. Any number of teams can be nominated.
4. Non-members (Institutional / individual) can participate as DELEGATE only.
5. Participation certificate will be prepared as per **Form-2**
6. Advertisement Banner Display: Organisations are requested to advertise through banner to be displayed at the convention hall.

7. CASE STUDY EVALUATION CRITERIA (CHAPTER CONVENTION) - 2018

7.1 For QC case Studies:

Sr. No.	Activity / Area	Marks
1	Pre- Evaluation of Case Study (hard copy)	50
2	Register Marks	10
3	Knowledge Test	10
4	Case Study Presentation Marks	20
5	Question & Answer by Judges - based on the Case Study presented	10
	Total	100

MARKS BREAK-UP:

7.1.1 Pre Evaluation:

Step	Activity / Area	Marks
3	Define the Problem	4
4	Analysis of the Problem	5
5	Find out Causes	3
6	Root cause Analysis	5
7	Data Analysis	8
8	Development of Solution	5
9	Foreseeing Probable Resistance	3
10	Trial Implementation and Check Performance	5
11	Regular Implementation	6
12	Follow-up/Review	6
	Total	50

7.1.2. Register Marks:

Sr. No	Activity / Area	Marks
1	General Information (P- 3,8,11)	2
2	Project Information (P- 12 – 21)	1
3	Attendance	1
4	Min. of Mtgs. Compare with Milestone Chart of Case Study)	3
5	Monitoring of Min.of Mtg. (by HOD, Coordinator, Facilitator)	2
6	Special Features	1
	Total	10

7.1.3. Case Study Presentation (QC / Allied Concepts):

Sr. No	Activity / Area	Marks
1	Sequence	5
2	Communication Skills	5
3	Time Management	5
4	Special Effects	5
5	Question & Answer	10
	Total	30

7.2. Pre Evaluation Criteria for Lean and Other Allied Quality Concepts

Sr. No	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 Data	15
5	Solution, Implementation & Gain	10
6	Follow Up & Control	10
	Total	70

PROGRAMME:

- 07.30 - 08.30 hrs : Registration
08.45 - 09.45 hrs : Inauguration Function
Introduction of Jury
Key note address by the Chief Guest
10.00 - 14.30 hrs : Case study presentation in parallel halls.
Knowledge Test
15.00 - 16.00 hrs : Cultural Program
16.00 - 17.30 hrs : Valedictory Function

07.30 hrs to 08.30 hrs: Breakfast

12.30 hrs to 14.30 hrs: Lunch

16.00 hrs to 17.30 hrs: Evening Tea

CONTACT PERSONS:



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Shuttle Service (Pickup and Drop) made available from Hosur Bus Stand to the Venue
Route Map Enclosed



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