

Tentative Programme Schedule

DATE : 2nd SEPTEMBER 2018

Time	Event
08:00 am	Registration
08:15 am	Inaugural Session
10:00 am	Case Study Presentation
04:00 pm	Valedictory Session & Award Distribution

Please Contact

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Quality Circle Forum of India

DURGAPUR CHAPTER

In association with

GUWAHATI SUB-CHAPTER

28th Chapter Convention on Quality Concepts

DATE

2nd SEPTEMBER 2018 (Sunday)

VENUE

**Indian Institute of Entrepreneurship (IIE),
Lalmati near Game Village ,
Guwahati-781029, Assam.**

REGISTRATION

Sunday 2nd September 2018

Time : 8 am

Invitation

Dear Sirs,

It is our pleasure to invite you for the CCQC'18 at Guwahati Sub chapter of QCFI Durgapur chapter .

You are requested to kindly nominate maximum teams in the convention . Please register well in advance to provide you better service. Many new organization are attending the convention . We shall try to help them for upgrade their case studies .

ATTENTION

Please confirm details about team along with payment details within 25th August 2018 . Please do mail for invoice or call us before 20th August 2018 for scanned copy of INVOICE .Original invoice will be send shortly .

So You are requested to kindly follow our minimum requirement .

A. B. Chowdhury, Secretary

Highlights of Convention

- ◆ QIT / Quality Circle, / Lean Quality circle 2. Kaizen, 3.Six Sigma, 4.SMED Concepts, 5.TPM Circles, 6. WCM Circles, 7 Poka Yoke Concepts, 8 5-S Concepts 9. Any other allied concepts.
- ◆ MODEL PRESENTATION : FREE ENTRY .Please book the slot well in advance

Events for Participation

1. **Slogan (English / Hindi)**
Must be written very clearly or computer print out in only A4 (210 x 297 mm) size papers will be accepted.
2. **Poster Paper size :**
A3 Size. Page Margin : 5 cm from all sides.
3. **Poetry in Hindi English / Bengali :**
Preferably in computer Print out or clear handwriting. Paper size A4.:
Paper size A4. Preferably Computer print out or clear handwriting.

4. **Essay Competition :** Preferably computer print out or clear handwriting (Please note that below 5 entries no competition will be organized).
5. Each participant/team is eligible to submit maximum one entry per competition.
6. **MODEL PRESENTATION**

NB :

1. Submit Slogan, Poster, Poetry, Essay etc. at the time of Registration.
2. Enrollment of Model Presentation also has to be done at the time of Registration. No entry will be accepted after registration.
2. QC Team Members can participate in the Slogan / Poem / Poster / Essay / competition without any fee . Date for Model presentation as per your request

Registration Fee Structure

SL	DESCRIPTION	FEE (Rs)	GST
1.	Delegate or Additional Member for any type of Team per head	2,500 /-	18 % Rs. 450 /-
2.	QIT/ QC Team up to 6 members including Facilitator / Coordinator. In case of more member addll member will be treated as delegate . Fee will be added In the team payment .	15,000 /-	18 % Rs. 2,700 /-
3.	Allied Case Study / Kaizen Display, Visual Case Study Lean QC etc. Team will be Minimum 4 Members including Facilitator, Coordinator . Less than 4 member will be allowed on full team payment .	10,000 /-	18 % Rs. 1,800/-
4.	Visual case study presentation up to 4 members. Any more member will be added one delegate fee . In any case less than 4 member's payment will be team payment . No discount will be allowed for less member	10,000 /-	18 % Rs. 1,800/-
5.	Model presentation from the participated team	Free	Free

LAST DATE OF PAYMENT : 25-08-2018

Mode of Payment

- ◆ The amount may kindly be drawn in favour of " QUALITY CIRCLE FORUM OF INDIA", Payable at : Guwahati
Account No.: 0136104000106085 IFS Code: IBKL0000136
Name of the bank: IDBI Bank, G.S. Road Branch, Guwahati – 781005
- ◆ **SPECIAL DISCOUNT FOR PERMANENT MEMBER ORGANISATION**
Special Discount Available for Permanent Members @Rs. 250 /- per participant only. Please note the membership No

Essay Competition

Topic: Make in India through 5-s

- ◆ Essay should not exceed 400 words. It should be legibly handwritten in A4 size white paper, leaving a margin of 2 cm on all four sides. They can be either in English or Hindi or Bengali only Quality Circle Member who are participating in the Convention event are eligible. Prizes will be awarded to winners in each category.
- ◆ In these three cases, entry should have the name of the Participant and QC Team which he / she represent, along with the organisation name & category.
- ◆ There is no Entry Fee for all the above competitions. For Poster, Slogan and Essay Competitions, the last date for submission is 10th September 2018. During registration we will receive the same

Awards

Category of Awards :

- ◆ GOLD ◆ SILVER ◆ BRONZE & ◆ Prizes for Other Competitions
- ◆ Award Category on Secured Marks during CCQC only.
- ◆ The Circles who score up to 59% marks will be awarded Bronze medal.
- ◆ The Circles who score from 60% to 69% marks will be awarded Silver medal.
- ◆ The Circles who score 70% and above marks will be awarded Gold medal.

Poster & Slogan Competition

Topic : Quality / Productivity / Safety

The Poster and Slogan should be drawn on A3 Size Drawing Sheet, leaving margin of 3 cms on all four sides. They can be prepared in English or Hindi. Posters and Slogans are restricted to ONE per person, in each category. Only Quality Circle Members who are participating in the convention events are eligible. Prizes will be awarded to winners in each category as per entry numbers.

Our Valued Member Organizations

We are proud to be with the following industries L:

- GODREJ & BOYCE MANUFACTURING CO. LTD.
- EMAMI LTD.
- MANJUSHREE POLYPACKS LTD.
- YORK PRINT LTD.
- ASSORTED PLASTICS LTD.
- MANJUSHREE TECHNOPACK LTD.
- DHARAMPAL SATYAPAL LTD.
- ABDOS LTD.
- TCPL
- JUMBO PACKAGING LTD.
- SAI PACKAGING LTD.
- UNIVERSAL PACKAGING LTD.

Case study format

- Page size: A4 with minimum 25 mm margin for top and bottom, 25 mm margin for right and left
- Cover page format as given in relevant attachment I, II, III

Full text of the case study will have maximum 25 pages. In case of QC it is excluding list of problem identified. Please attach scan copy of the problem identified by the QC from record book.

Item	Font	Font Size	Remarks
Heading	Times New Roman or Arial	14 pt	Bold
Sub Heading	Times New Roman or Arial	12 pt	Bold
Text	Times New Roman or Arial	12 pt	Normal
Diagram and figures	Black & white	Minimum size 100 mm x 100 mm	Display clearly and enlarge, if necessary to facilitate easy understanding

2. Marking system in CCQC-2018

Sl.	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
TOTAL		100

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

Sl.	Activity/Area	Marks
1	Sequence	5
2	Communication Skills	5
3	Time Management	5
4	Special Effects	5
TOTAL		20

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

Sl.	Activity/Area	Marks
1	General Information (P- 3,8,11)	2
2	Project Information (P - 12-21)	1
3	Attendance	1
4	Meeting minutes - compare with milestone chart of case study)	3
5	Monitoring of meeting minutes (By HOD, Coordinator, Facilitator)	2
6	Special Features	1
TOTAL		10

6. 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
TOTAL		60

7. Pre-evaluation criteria for LQC and other allied concepts in chapter convention are as follows:

Sl.	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 the data	15
5	Solution, implementation & gain	10
6	Follow up & control	10
TOTAL		70