

**34<sup>th</sup>**  
**NCQC**

# **NATIONAL CONVENTION ON QUALITY CONCEPTS (NCQC-2020)**

***Date: 27th December 2020***



***Theme:  
Self-Reliant India  
through  
Quality Concepts***

## **QUALITY CIRCLE FORUM OF INDIA**

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# Invitation

## **Dear Quality Fraternity & Practitioners,**

The President & Members of the Executive Board of QCFI is pleased to invite you to the Virtual function of our 34th National Convention on Quality Concepts (NCQC-2020) being organized on 27th December 2020 from 10.00 AM to 12.30 PM.

## **The theme of the Convention: Self-Reliant India through Quality Concepts**

The theme of the convention has been rightly chosen to meet the challenges and to uncover the opportunities to enable the resurgence and resumption of economic activities. The clarion call given by Hon'ble Prime Minister to utilize these trying times to become Aatmanirbhar (Self-reliant) has been well received.

Quality Concept practitioners rose to the occasion for developing and solving various quality problems in their respective industries to become "Self-reliant" in their challenges and demonstrate in the National Convention. Covid-19 has provided an opportunity to look at localized solutions differently to become "Aatmanirbhar – (Self-reliant).

In this new normal situation, we are going to organize the National Convention in such a way so that you will not miss any event of the convention except physical presence and bonhomie. We do hope that participants will take up this challenge in the right spirit and support the convention wholeheartedly by participating in large numbers online and add value through this convention.

QUALITY CIRCLE FORUM OF INDIA has been playing a significant role in Skill Development of people through education, training, propagation, demonstration and assistance for implementation of Quality Concepts in manufacturing & maintenance industries, service sector, education, health, rural areas, society etc., for about 4 decades in the national arena with the active support of 33 chapters, sub-chapters and centres spread all over India.

QCFI is proud and privileged to hold its 34th National Convention online. The response in CCQC-2020 were overwhelming. About 15000 delegates & guests are expected to participate 2000+ case studies presentations in this convention to showcase their skill development projects for Make in India initiative, and present their achievements. This will be an unique opportunity for the selected case studies in this convention to participate in International Convention ICQCC-2021 to be held in Hyderabad India and share their knowledge and views from the delegates from different countries going to participate in this international convention.

We extend our invitation to QC fraternity to participate in large numbers and make it a grand success.

*With best regards*

**D K Srivastava**  
Executive Director QCFI

**S J Kalokhe**  
President QCFI

**The Mega convention on Quality, focuses on show casing & learning Quality Concepts through various events and programs viz, presentations, quiz, knowledge test, model presentation etc. Following are program details.**

#### **Case Study Presentation and knowledge test in NCQC-2020**

Case study presented in Chapter Convention, recommended by the respective chapter, and selected for National Convention will be considered to participate in NCQC-2020. Quality Circle case studies and Allied Concepts case studies consist of 5-S, Kaizen, Lean Quality Circle, Lean Safety Circle, Quality Improvement team, 6 Sigma, SMED, Poka Yoke, TPM, WCM and any other allied concepts will be presented in a new modified way.

Knowledge test is compulsory for all the teams. It will be held on 11th Dec'20 at 3.30 PM through online. It carries 50 marks. Separate question papers on QC, 5S, Lean QC & Allied concepts will be given based on the participation in the convention. Total team including facilitator can participate in this test as one team. Duration of the test is 20 minutes. Separate test papers will be given to each team.

The new norms introduced for digital presentation and evaluation of project case studies for 150 marks, and method of uploading the case studies, how to appear in knowledge test are given in annexure and in our web for your reference and necessary preparations accordingly.

Official Language of presentation will be Hindi/English. For the explanation of the presentation in video, if done in local language, then someone should translate the same in English simultaneously.

Note: PPT/Video to be uploaded on QCFI Portal or save the video in third party hosting sites like google drive, YouTube, Vimeo etc., and link to be uploaded in QCFI portal.

#### **Other Competitions in NCQC-2020**

##### **Quiz contest**

Quiz contest will be in two stage contests, only 100 circles will be allowed for which team has to pre-register on first cum first serve basis. Preference will be given to teams who have paid the registration fees. First level Quiz will be conducted online on 14th Dec'20 from 3.30 PM. Selected delegates for Final level Quiz will be informed accordingly to appear in live quiz.

##### **Essay/Poster/Cartoon/Poem/Slogan Competition**

To encourage the creativity among the members of

different quality teams' competitions are being organized on Poster, Cartoon, Poem & Slogan. An Essay competition will also be conducted on the theme of the convention NCQC 2020 not exceeding 300 words. Language should be Hindi / English. Entries should be sent on or before 20th Nov'2020 by uploading your entries online at QCFI Portal. Only one entry per participant in each category is allowed.

##### **KARAKURI / Home Kaizen / Home 5S / Individual Kaizen / Model presentations**

Evaluation will be done based on video recording of the presentation. Time duration 5 minutes. Last date to receive entries: 10th December'20.

**Skit competition:** The theme of the skit must be related to Quality Concepts. Interested groups are requested to video record the play and send to us. Maximum time per skit: 10 minutes. It is to be uploaded on or before 20th November 2020.

**Talent in Cultural Programme:** Since a lot of talent is available in QC Fraternity QCFI wish to enhance the scope of this by introducing Dance / Song/ Mimicry / any other inherent talent etc., Video can be taken by digital camera or Mobile. Last date for submission is 20th Nov'20, introduce yourself mentioning your name, organisation, city etc., in the video. The best 10 from QCFI Member Organizations and another best 10 from the Family members of Life Members of QCFI will be awarded and the best two in each category will be presented in NCQC 2020 in virtual function. Last Date to receive entries – 20th Nov'20. Time : 5 minutes.

Note: Video to be uploaded on QCFI Portal or save the video in third party hosting sites like google drive, YouTube, Vimeo etc., and link to be uploaded in QCFI portal.

##### **Special motivation to Coordinators/In-house trainers/Facilitators**

Organisations sponsoring minimum of 18 registered participants or in multiples, to NCQC -2020 will be given opportunity to depute 1 Coordinator / facilitator / trainer for every 18 paid participants for free training in jury development programme and later after qualifying in test they will be given opportunity to participate as jury in future NCQCs and also in ICQCC-2021 - Hyderabad

**Note : Details are given for each competition in annexures I for evaluation criteria and II for Guidelines and Upload instructions and also in our web [www.qcfi.in](http://www.qcfi.in) or [www.ncqc.in](http://www.ncqc.in)**



## NCQC - 2020 REGISTRATION AND FEE STRUCTURE

| Sl | Description        | Permanent Institutional Member of QCFI        |   | Annual Institutional Member of QCFI           |   |
|----|--------------------|---|---|---|---|
|    |                    | Per Circle                                    | For Each Additional Member of Same Circle | Per Circle                                    | For Each Additional Member of Same Circle |
| 1  | A- Quality Circle  | ₹. 12,000-00<br>(upto 6 Members/<br>per Team) | ₹. 500-00                                 | ₹. 13,000-00<br>(upto 6 Members/<br>per Team) | ₹. 600-00                                 |
| 2  | B- Allied Concepts | ₹. 8,500-00<br>(upto 3 Members/<br>per Team)  | ₹. 500-00                                 | ₹. 10,000-00<br>(upto 3 Members/<br>per Team) | ₹. 600-00                                 |
| 3  | Individual         | ₹. 4,500-00                                   |   | ₹. 5,000-00                                   |   |

**GST 18% as applicable on above fee**

**Note:**

- 50% concession to student teams.
- Karakuri Kaizen & Lean Safety Circle are being introduced for the first time as innovative projects for maiden presentation by the circles. Hence 50% concession of allied category fee will be given to respective membership category of organization. These case studies will be allowed in NCQC - 2020 directly.
- Project presentation by Individual student having QCFI life membership, convention fee will be Rs. 2000/- + GST per presentation.
- The last date for uploading of case study through online is ...20th November 2020 with normal fees. 21st Nov'20 to 30th Nov'20 with 20% extra as late fees
- Cancellation: on or before 10/12/2020 - 80% will be refunded, From 11/12/2020 to 20/12/2020 only 50% will be refunded. No refund after 20/12/2020.
- Participation Certificate and Memento to each member + Award Trophy with certificate for achievement will be sent to participant teams.

**No case study will be accepted after 30th Nov'20.**

- For Payment:

Name of Beneficiary: **Quality Circle Forum of India**

Name of the Bank: **Axis Bank Ltd.**

**Account No. 912010049263067**

**IFSC: UTIB0000027**

*For any query please contact*

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| COMPARISON BETWEEN PREVIOUS NCQCs Vs NCQC-2020<br><i>at A Glance</i> |   |               |               |  |
|--|---|---------------|---------------|--|
| Sl   | Particulars   | PREV.<br>NCQC | NCQC-<br>2020 | Remarks  |
| 1  | Case Study evaluation                               | Y             | Y             |  |
| 2  | Refresher Programme for KT                          | Y             | Y             |  |
| 3  | Knowledge Test                                      | Y             | Y             |  |
| 4  | Case Study Presentation                             | TRD           | NEW           | More focus on improvements                           |
| 5  | Q/A   | TRD           | New           | Time to think and reply                              |
| 6  | Kaizen Presentation                                 | Y             | Y             | TRD: Traditional                                     |
| 7  | Home presentation                                   | Y             | Y             |  |
| 8  | Skit Competition                                    | Y             | Y             |  |
| 9  | Quiz  | Y             | Y             |  |
| 10   | Slogan  | Y             | Y             |  |
| 11   | Poster  | Y             | Y             |  |
| 12   | Poem  | Y             | Y             |  |
| 13   | Essay   | Y             | Y             |  |
| 14   | Presentation award                                  | Y             | Y             | As usual   |
| 15   | Selection in ICQCC based on marks                   | Y             | Y             |  |
| 16   | Kit Bag   | Y             | N             |  |
| 17   | Memento   | Y             | Y             |  |
| 18   | Learning through seeing case studies                | Y             | Y             | Opportunity to view case studies with due permission |
| 19   | Attending all events of NCQC                        | N             | Y             |  |
| 20   | Travelling  | Y             | N             |  |
| 21   | Stay  | Y             | N             |  |
| 22   | Away from the home                                  | Y             | N             |  |
| 23   | Facing "Q"  | Y             | N             |  |
| 24   | Interaction with others                             | Y             | Y             | Contact number will be provided on request           |
| 25   | Family picnic                                       | Y             | N             |  |
| 26   | % Value added to Time                               | about 20%     | 100%          |  |
| 27   | % Value added to Money                              | about 30%     | 100%          |  |
| 28   | Chances to select for Judge Training                | N             | Y             | Free on line training for 6 days#                    |
| 29   | Chances to be one of the Judges in NCQC             | N             | Y             |  |
| 30   | Chances to be one of the Judges in ICQCC-2021 India | N             | Y             |  |

### Special motivation to Coordinators / Inhouse trainers / Facilitators

The Jury development program will be organized by QCFI free to nominated executives by the organizations for selection of Jury in NCQCs and forthcoming ICQCC-2021 to be held in Hyderabad @**one executive per 18 paid participants** by the respective organizations in NCQC-2020

## Annexure I

### Case Study Presentation

Circle should make the PPT as per steps given below along with video clips at the required place. (All files to be made in one folder and need to be uploaded.)

#### A: QC Case study evaluation system

| Quality Circle Case study evaluation during presentation |   |                       |        |
|--|---|-----------------------|--------|
| S No.  | Steps   | Max time / PPT slides | Marks  |
| 1  | Welcome, About your organisation and Introduction of Team, Date of formation of the team  | 5 PPT slides          | 5      |
| 2  | Define the Problem-Mile stone chart, High Level flow diagram of the problem area, Define the problem, Objectives, Goals   | 10 PPT slides         | 10     |
| 3  | Showing the process through video recording   | 1 minute              | 5      |
| 4  | Showing the problem area and problem through video  | 3 minutes             | 20     |
| 5  | Analysis of the problem   | 6 PPT slides          | 10     |
| 6  | Cause and effect diagram (more than 2 years old circle should use Cause enumeration method), and list of probable root causes.  | 4PPT slides           | 10     |
| 7  | Validation of probable root causes  | 2PPT slides           | 5      |
| 8  | Data analysis   | 5PPT slides           | 10     |
| 9  | Development of solutions  | 3 PPT slides          | 10     |
| 10   | Foreseeing probable Resistance  | 2PPT slides           | 5      |
| 11   | Trail Implementation  | 10 ppt slides         | 10     |
| 12   | Check performance   | 5 PPT slides          | 5      |
| 13   | Show the implementation of the solution through video   | 3 Minutes             | 20     |
| 14   | Regular Implementation and Tangible/Intangible Gains  | 4PPT slides           | 10     |
| 15   | Milestone chart(before/After), Follow Up and review   | 5 PPT slides          | 5      |
| 16   | Video Recording of the Answers to the Questions given below. One question replied by one member<br>Q1) What benefits you got by practicing QC Concepts?<br>Q2) What benefits you got by solving this problem? | 90 sec<br>90 sec      | 5<br>5 |

#### B: Allied Concepts Case study evaluation

|   |  |              |    |
|---|--|--------------|----|
| 1 | Welcome, About your organisation and Introduction of Team,   | 5 PPT Slides | 5  |
| 2 | Selection of Problem. Title of the problem   | 2PPT Slides  | 5  |
| 3 | <b>Define the Problem (D)</b> - Mile stone Chart, High Level Flow Diagram of the process, Define the problem, Objectives and Goal. | 6PPT Slides  | 10 |
| 4 | Showing the process through video recording  | 2 minutes    | 10 |
| 5 | Showing the problem area and its problem through video   | 3 minutes    | 20 |

|    |  |                  |        |
|----|--|------------------|--------|
| 6  | Measure the Problem (M)  | 10 PPT Slides    | 20     |
| 7  | Analysis of the Problem (A)  | 10 PPT Slides    | 20     |
| 8  | Improvement(I) - Mention solution of the problem, tangible and intangible gains  | 10 PPT Slides    | 20     |
| 9  | Show the implementation of the solution through video  | 3 Minutes        | 20     |
| 10 | Control ©-Mile stone chart(before/After), Follow Up and review   | 5PPT Slides      | 10     |
| 11 | Video Recording of the Answers to the Questions given below. One question replied by one member<br>Q1) What benefits you got by practicing Quality Concepts?<br>Q2) What benefits you got by solving this problem? | 90 sec<br>90 sec | 5<br>5 |

### C: EVALUATION CRITERIA -5S

|    |  |            |
|----|--|------------|
| 1  | Initial Efforts                                      | 20         |
| 2  | Implementation of 1S, 2S and 3S                      | 30         |
| 3  | Implementation of 4th s                              | 20         |
| 4  | Audit system   | 30         |
| 5  | Status of 5-S implementation                         | 20         |
| 6  | Follow-up and review for Sustenance and growth of 5S | 20         |
| 7. | Special activities                                   | 10         |
|    | Necessary photos to be shown in PPT format           |            |
|    | <b>TOTAL</b>   | <b>150</b> |

### Important Guidelines:

1. Video recording may be done by mobile. Use proper light/torch light for clear picture of the area to be shown.
2. In case the video recording of the process not allowed, especially in defence unit case studies, they may explain the process through diagram or flow diagram.
3. In case showing video of the problem area or/and implementation of the solution in the process is not possible, team may record the video explaining it through model/animation/ pictorial etc.
4. Facilitator may help to explain the same in English/Hindi in case the team faces language problem

### Criteria for award of the Casestudy is as given below:

|                  |                  |
|------------------|------------------|
| Par Excellence : | 75% and above    |
| Excellent:       | 65%to below 75%  |
| Distinguished :  | 55% to below 65% |
| Meritorious :    | below 55%        |

### Poster / Cartoons /Poem / Slogan Competition

|  |    |   |    |
|--|----|---|----|
| Number of awards for Cartoons          | 10 | Cultural talent from units                | 10 |
| Number of awards for Posters           | 10 | Cultural talent from Life Member's family | 10 |
| Number of awards for Skit competitions | 10 | Winner of Live Quiz                       | 1  |
| Number of awards for poem              | 10 | Runners up of live Quiz                   | 2  |
| Number of awards for Slogans           | 20 | Appreciation Award of live Quiz           | 7  |
| Essay on Theme                         | 10 | Consolation Price for First Level Quiz    | 10 |
| Home case study                        | 10 |   |    |

Registration of Circles/Teams: Valid QCFL Membership is must to register your teams on QCFL online portal at <https://qcfl.in/qcflhq>

Login to the Web link <https://qcfl.in/qcflhq> using your Organizational QCFL membership login credentials for registration to participate in NCQC-2020. Fill the details of circles and provide one email id and mobile number of any member of the team for sending the link for knowledge test, and Upload the case study in PPT format with support Video link and Video clips in the folder. Please also give the supporting fonts to open the file if the case study is in the Hindi.



## Annexure II

**1. Slogan, Poster, Cartoons, poem** files in PDF format on Quality Concepts and **Essay** PDF on the theme Self Reliant India through Quality Concepts in maximum 300 words to be uploaded on QCFI Portal Dashboard under - NCQC Section at <https://qcfi.in/qcfihq> (Please login using your QCFI Organizational Membership credentials).

\*Please note only one entry per participant for each category of Slogan, Poster, Cartoons, Poem and essay will be allowed

2. Talent in cultural programme by the member units, educational institutes, family member of Life member of QCFI, to be video recorded ( may be through your mobile or digital camera) and uploaded to third party storage sites like Google drive to get a open shareable video link to be pasted on QCFI Portal Dashboard under – NCQC Section at <https://qcfi.in/qcfihq> (Please login using your QCFI Organizational Membership credentials) Video clip should not exceed 5 minutes.

3. Individual Kaizen Case studies through model presentation, Karakuri Kaizen presentation, Home case study presentation to be video recorded (may be through your mobile or digital camera Max. time 5 minutes) and uploaded to third party storage sites like Google drive to get an open shareable video link to be pasted on QCFI Portal Dashboard under– NCQC Section at <https://qcfi.in/qcfihq> (Please login using your QCFI Organizational Membership credentials)

4. Knowledge Test (KT):

Knowledge Test will be held on 11th Dec'20 at 3.30 PM. All the teams should select one member among the team members including facilitator to take the knowledge test. Provide email address and the mobile number of one of the KT Participants for the online test during the team registration. The email address selected for KT participant should not be used for any other member or in other team. Each team's KT Participant in organization should have different email address and mobile number. Team will get the Knowledge Test details by registered email before 11th December, 2020.

We will mail you the login id and password details and once you log in, OTP will be sent to registered mobile number and also to the registered e-mail address for login verification.

Knowledge Test will start with Instructions screen. Proceed to the first question by clicking start button within 3 minutes. After 3 minutes first question will appear automatically and time starts for the KT. Each question will appear for a limited set of time before moving to the next question. For first 15 questions, time will be 50 seconds for each question. Remaining 5 questions will be of 90 seconds each. Present question will disappear once you press the button for next question or the set time limit is over. Once you answer the question or a question forwarded because of set time lapse, you cannot go back to the previous questions. A mock drill will be done. Date and time will be informed.

There will be five multiple choices for each question in which fifth choice will be “Wrong Question” option to tease your minds. Once all the 20 questions are over, you may press “submit”. In case the time is over, automatically the paper will be submitted to QCFI team.

Ensure that your Wi-Fi is running properly or you may use hotspot from a reliable mobile net connection (preferably 4G). Due to any reason, if there is log off, one time you will be given chance to log in again and your test will start from that point where you had left off. Only one re-login chance is available for the test so we request the member attempting

Do not resize (minimize) the browser/ app during the test. Never click the "Back" button on the browser. This will take you out of the test.

### 5. First Level Quiz

This will be held on 14th Dec'20 at 3.30 PM. System will be same as given in Knowledge test. Here questions will be descriptive type. Number of questions will be 15. Best 10 will be selected for live quiz. Only one team will be selected from one unit. In case of tie up from the same unit, the circle who has answered early will be considered for live quiz. In similar way, in case of tie up for selecting best 10, the circle has given answer early will be considered. Time for each question will be 120 seconds. If you complete the answer early you may go to next question.

Teams can choose the option of first level quiz after the payment is completed during the NCQC 2020 Team registration and a maximum of 100 teams are allowed to register for first level quiz on first cum first serve basis.

### 6. Final Live Quiz

Best 10 selected will be informed to appear in live quiz on given date and time. This will be recorded and will be shown in NCQC-2020 virtual function to be held on 27th Dec'20. Maximum three members per team will be allowed to participate in this quiz. In case of any other person observed in screen, except three nominated persons, team will be debarred from the competition. Hence ensure that no one should come during live quiz competition to your area. No one will be allowed to use their phone.

Live Quiz will be conducted by Mr. D K Srivastava ED QCFI. You have to log in and enter the OTP sent to you after log in, in your registered mobile number and Email, question will appear in your screen as in case of first level test. Write your answer as early as possible but not more than the specified limit. First five Revision round Questions to be answered in 60 seconds and rest in 120 seconds. Those teams, who have given wrong answer will be eliminated. In case of right answer by all the teams, the team who has taken more time to answer will be eliminated. In case more than three have given wrong answer then no one will be removed keeping in mind that question may be tough. At the end when there will be two teams, questions will be asked and in case of both have given the correct answer then the team who has given answer early will be selected as first and next one as second.

### 7. Case Study Presentation

Please see the criteria step wise for QC and allied concepts for Maximum slides in each step and maximum time for video clips mentioned in the table. If the PPT & video recording files are bigger than 25MB, we request the teams to upload the PPT files and video recording files on a third party storage sites like Google Drive or others to get an open shareable link which can be pasted and submitted on the designated text box given at Upload PPT & Video links section during NCQC 2020 Registration.

These instructions are also available on NCQC Registration section at QCFI Portal which can be accessed after logging in at <https://qcfi.in/qcfihq> using QCFI Organizational Membership Details.

Please note Individual Members can also login using QCFI Individual Membership Details and can only participate in Individual Kaizen Case studies through model presentation, Home Case Study Presentations.