

# 31st CHAPTER CONVENTION ON QUALITY CONCEPTS

# 2021

Organized by  
**QUALITY CIRCLE FORUM OF INDIA**  
**DURGAPUR CHAPTER**

**Venue**  
**DURGAPUR**  
Netaji Bhaban, A-Zone, Durgapur-713204

**Date of Convention**  
Physical presentation will be accepted but  
Team may ask for on line presentation which will also be accepted . Please  
nominate one member to collect the registration material and certificate any  
time within 2 days Or  
We shall send through courier after full and final payment .

**Saturday 25 Sept.2021 from 9 am to 5pm**  
**Sunday 26 Sept . 2021 from 9am to 4pm**

Theme  
**"INVOLVING PEOPLE THROUGH QUALITY CONCEPTS  
TO MAKE INDIA GLOBAL LEADER"**

## REGISTRATION

**On Friday 24 September 2021 Time 2pm to 8pm**  
**At Chapter Secretariat, Tagore House,**  
**A-Zone, Durgapur 713204**  
**(In front of Mohan Kumarmangalam Park)**

Case study presentation slot allotment will be  
declared after full & final payment.

## Invitation

Dear Sirs,

It is our pleasure to invite you at our Chapter Convention which will be held at Durgapur during Saturday 25th September & Sunday 26<sup>th</sup> Sept. 2021.

You are requested to kindly nominate maximum teams in the convention. Please register well in advance to provide you better service. A number of new organizations are attending the convention . We shall try to help them for up gradation of their case studies during convention.

Please confirm details about team along with payment FOR REGISTRATION . Options for Physical presentation or On line will be accepted.

It will not be possible to allow for registration without full and final payment .

A B Chowdhury, Secretary

## REGISTRATION FEE STRUCTURE

SI	Category	Fee	GST
1	Delegate or Additional Member for any type of Team per head	3000/-	18%
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 .	18,000/-	18%
3.	Allied Case Study / Kaizen Display, Visual Case Study Lean QC etc. Team will be Minimum 4 Members including Facilitator, Coordinator.	12,000/-	18%
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	12000/-	18%
5.	Model presentation from the participated team.	Free	

**LAST DATE OF PAYMENT : 15th SEPTEMBER 2021**

**SPECIAL DISCOUNT FOR PERMANENT MEMBER ORGANIZATIONS**

**Present PER MEMBER**

**RS 250/- ONLY.**

**Please note the membership No or send us a copy of membership card**

The amount may kindly be drawn in favour of "QCFI Durgapur Chapter ", payable at Durgapur within 15.09.2021

## BANK DETAILS FOR DURGAPUR

Account No : 0450010109436,

Our Banker : Punjab National Bank

City Centre Branch ; ADDA Building Durgapur 713216

Bank a/c No 045001010 9436 City centre Branch GST No 19AAAA0008P1ZG, Pan No AAAAQ0008P SOL 045020 IFSC PUNB0045020 MICR 713024210

## Main Events for Competition

Scope of Presentations :-

- A. 1. 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.
- B. MODEL PRESENTATION :  
FREE ENTRY  
Please book the slot well in advance

## AWARDS

Category of Awards in the chapter level :-

GOLD

SILVER

BRONZE

& Prizes for Other Competitions

### Award Category on Secured Marks during CCQC only.

- 1 The Circles who score up to 59% marks will be awarded Bronze medal.
- 2 The Circles who score from 60% to 69% marks will be awarded Silver medal.
- 3 The Circles who score 70% and above marks will be awarded Gold medal.

## 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
7. Knowledge test Team members wise / Quiz may be organized etc . Team may register for Quiz

NB :

QC Team Members can participate in the Slogan / Poem / Poster / Essay / competition without any fee . Date for Model presentation as per your request

## Essay Competition

### Topic : Covid '19

- 1 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.
- 2 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.
- 3 There is no Entry Fee for all the above competitions. For Poster, Slogan and Essay Competitions, the last date for submission is during registration we will receive the same .

## 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.

## IMPORTANT INFORMATION

1. Case Study presentation slot allotment will be declared before the date of convention after full and final payment .
2. It is a must for each QC team to submit the QC meeting register book to the authorized person at the Registration Counter at the time of registration. The same may be collected back from the Registration Counter after the Closing Ceremony. No need to carry them to NCQC'21.
- 3 Filled up Registration Form including Contact No. & Email address, may kindly be sent within 15<sup>th</sup> Sept.2021.At the same time soft copy will be send to us .
- 4 The official language is either English or Hindi. Presenters presenting in any other language should arrange their own translator. you may please use English for better communication.
5. No need of hard copy of the case studies. Please send us the soft copy for pre-evaluation.

## GUIDELINES FOR CCQC-2021 ( Extract from HQ )

National Convention on Quality Concepts (NCQC'21) will be held in the month of December 2021 for which dates and mode of conduct of NCQC'21 will be decided by end of June 2021 based on the status of Covid '19 at that time.

In pandemic situation, Special Board of Directors meeting was held on 1<sup>st</sup> June'20. Considering that chapters may not be able to organize CCQC-2020 as had been doing in past, board has then taken the decision to organize the CCQC-2020 in new Normal way and had finalized the criteria for CCQC-2020.

Now seeing the present situation, the board in BOD meeting-155 has taken a decision that CCQC-2021 will be organized in the way we were doing before CCQC-2020. Each chapter can organize in their way based on their COVID,19 situation observing all protocols. Chapters may do it physically / virtually or combination of both. Accordingly, fees will be decided by them.

### Case study Evaluation:

1. For Quality Circles- Pre-evaluation +Register +Case study presentation
2. For other allied concepts- Pre evaluation + case study presentation.

### Other competitions:

Other competitions are optional e.g. Knowledge Test, Model presentation, Karakuri Kaizen, Home kaizen, Individual kaizen through model and chart, Skit Competition, Slogan, poem, poster, Cartoons etc.

Chapters are requested to send the selected entries and results of the competitions as mentioned in "Other Competitions" (except the results of Knowledge Test) to QCFI HQ for consideration of selection in NCQC-2021.

## Evaluation criteria for CCQC 2021

SL No	Activity / Area	Marks
1.	Pre- evaluation of Case Studies	60
2.	QC Case study Oral presentation at Convention	30
3.	QC Register marks	10
Total Marks		100

## SPECIFICATION FOR SUBMISSION OF CASE STUDY

### MARKING SCHEME IN CCQC 2021

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
Total		100

**CASE STUDY PRESENTATION MARKS**

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>

**REGISTER EVALUATION CRITERIA : CCQC**

Sl. No.	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
<b>TOTAL</b>		<b>10</b>

**PRE-EVALUATION MARKS**

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>

**PRE-EVALUATION CRITERIA FOR LQC & OTHER ALLIED CONCEPTS**

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
<b>Total</b>		<b>70</b>

**CONTACT :****A. B. Chowdhury**

Secretary, QCFI Durgapur Chapter, 118, Moulana Azad Sarani, City Centre, Durgapur - 16

Mob : 0 94340 23320 / 89676 36433 | Email : qcfidurgapur@gmail.com

## NOMINATION FORM

Please tick

PHYSICAL

ON LINE

(Please write the category of your team in category Colum)

To  
The Secretary ,  
QCFI Durgapur chapter  
118 Moulana Azad Sarani  
City centre Durgapur 713216  
M 94340 23320 Mail : qcfidurgapur@gmail.com

Dear Sir

Please register our nomination /s

Category of team : QIT / QC / LQC / SPECIAL CASE STUDIY

SI	Name of team	Category	Physical/ On line	Members No
1				
2				
3				
4				

1. Name of Org
2. GST Number :
3. Name of contact person :
4. Designation
5. Postal Address
6. Mob No
7. email.

Signature



## QUALITY CIRCLE FORUM OF INDIA, DURGAPUR CHAPTER

118, MOULANA AZAD SARANI, CITY CENTRE, DURGAPUR - 713216, Paschim BURDWAN, W.B  
M : 09434023320, 8967636433 E-mail : qcfidurgapur@gmail.com

### Bank authorization

Annexure A

Real Time Gross Settlement ( RTGS)/National Electronic funds transfer (NEFT) Mandate Form

( To be issued on vendors letter head )

1. Vendor/customer Name : QCFI Durgapur chapter
2. Vendor/customer Code
3. Vendor /customer Address: 118 Moulana Azad Sarani City centre Durgapur 713216
4. Vendor/customer e-mail id : [qcfidurgapur@gmail.com](mailto:qcfidurgapur@gmail.com)
5. Pan No : AAAAQ0008P
6. GST No : 19AAAAAQ0008P1ZG
7. TÂN No : CALQ00493D
8. Particulars of bank account
  - a) Name of Bank : Punjab National Bank
  - b) Name of branch : UBI City centre
  - c) Branch code: SOL 045020
  - d) Address: ADDA Admn Building City centre Durgapur 713216
  - e) Telephone number: 0343 254 6720
  - f) Type of account (current/saving etc) SAVING Bank a/c
  - g) Account Number: 0450010109436
  - h) RTGS IFSC code of the bank branch : PUNB 00 450 20,
  - i) NEFT IFSC code of the bank branch : PUNB 00 450 20,
  - j) 9 digit MICR code : 713024210

I/We hereby authorize to release any amount due to me/us in the bank account as mentioned above. I/We hereby declare that the particulars given above are correct and complete.

  
(Signature of vendor/customer)

### BANK CERTIFICATE

We certify that QCFI Durgapur chapter has an Account no. 0450010109436 with us and we confirm that the details given above are correct as per our records.

Bank stamp

  
For Punjab National Bank  
वरिष्ठ प्रबन्धक/Senior-Manager  
सिटी सेंटर शाखा/City Centre Br.

Date 11/03/2021

(Signature of authorized officer of bank)





Government of India  
And  
Government of West Bengal  
Form GST REG-25

Certificate of Provisional Registration

1.	GSTIN	19AAAAQ0008P1ZG
2.	PAN	AAAAQ0008P
3.	Legal Name	QUALITY CIRCLE FORUM OF INDIA
4.	Trade Name	QUALITY CIRCLE FORUM OF INDIA
5.	Registration Details under Existing Law	
	Act	Registration Number
(a)	Service Tax Registration Number	AAAAQ0008PSD013
Date	28/06/2017	

This is a Certificate of Provisional Registration issued under the provisions of the Act.

स्थाई लेखा संख्या /PERMANENT ACCOUNT NUMBER

AAAAQ0008P



नाम /NAME

QUALITY CIRCLE FORUM OF INDIA

निगमन/बनने की तिथि /DATE OF INCORPORATION/FORMATION

31-12-1982

मुख्य आयकर आयुक्त, आन्ध्र प्रदेश

Chief Commissioner of Income-tax, Andhra Pradesh



*True copy*

ATTESTED

E. SURESH RAO *23/6/12*

Advocate & Notary  
H.No.3-37-129,  
Hanumanthu Rao Garden, West Marredpally.  
SECUNDERABAD-500 026



पंजाब नैष्णल बैंक  
punjab national bank

सिटी सेंटर (दुर्गापुर) (पश्चिम बर्दमान) पश्चिम बंगाल  
CITY CENTRE (DURGAPUR) (Paschim Bardhaman) West Bengal-713216  
RTGS/NEFT IFS Code : PUNB0045020

सभी शाखाओं पर देय PAYABLE AT ALL BRANCHES

PAY

रुपये RUPEES

DDMMYY

या धारक को OR BEARER

खाता सं.  
A/c. No. 0450010109436

बचत खाता  
SAVINGS A/c  
0450010109436

अंक

For QCFI, DURGAPUR CHAPTER

305541

HMM

*Cancelled*

Authorised Signatory(ies)  
Please sign above



305541 7130242101

केवल तीन माह के लिए वैध VALID FOR THREE MONTHS ONLY