

33rd CHAPTER CONVENTION ON QUALITY CONCEPTS

2023

Organized by

QUALITY CIRCLE FORUM OF INDIA
GUWAHATI SUB-CHAPTER

Venue

Tool Room & Training Centre (TRTC),
Amingaon Industrial Area,
Amingaon, Guwahati-781031

Date of Convention

09th September 2023, Saturday, 9 am to 4pm

Closing Ceremony at 4:00 pm, Prize Distribution

10th September 2023, Sunday, 9 am to 4 pm

Closing Ceremony at 4:00 pm, Prize Distribution

Date of Registration

9th & 10th September 2023 08:00am onwards

**Case Study presentation slot allotment will be declared after
full & final payment**

INVITATION

DearSirs,

It is our pleasure to invite you at our Chapter Convention which will be held at Tool Room & Training Centre (TRTC), Amingaon Industrial Area ,Amingaon , Guwahati - 781031 on Saturday 09th & Sunday 10th Sept. 2023.

You are requested to kindly nominate your teams in the convention. Pleaseregisterwellinadvancetoprovideyoubetterservice.Anumberofneworganizatio nsareattendingtheconvention.Weshalltrytohelpthemforupgradation of their case studies . Your valued cooperation will behighlysolicited.

You are requested to kindly nominate maximum teams in the convention. Please register well in advance to provide you better service.

Please confirm details about team along with payment details FOR REGISTRATION . It will not be possible to allow for registration without full and final payment.

Please confirm details about team along with payment for Registration.

Only member organizations of QCFI can participate in the case study presentation and other competitions , after registration.

SiromaniRajkhowa
Jt.Secretary Guwahati Sub-Chapter &
Unit Head -The Supreme Industries Ltd.

REGISTRATION FEE STRUCTURE

Casestudies in PDF format should reach us positively
by05thSeptember2023(Tuesday)

| SI | Category | Fee | GST |
|----|---|---------|-----|
| 1. | DelegateorAdditionalMemberforanytypeofTeamperhead | 3000/- | 18% |
| 2. | QCTeamupto6membersincludingFacilitator/Coordinator. In case of more member Addl. Member will betreatedasdelegate.Feewillbeadded intheteampayment | 18000/- | 18% |
| 3. | AlliedCaseStudy ,KaizenDisplay,LeanQC, 5S,etc.Teamwillbeupto4MembersincludingFacilitator,Coor dinator. | 12000/- | 18% |
| 4. | Visual case study presentation up to 4members. Any moremember may be added with delegate fee. In any case lessthan 4 members' payment will be team payment .Nodiscountwillbeallowedforlessmembers. | 12000/- | 18% |
| 5. | Modelpresentationfromtheparticipatingteams. | Free | |

✚ **Theamountmaykindlybedrawninfavourof"QCFI Durgapur Chapter",
payableatDurgapur within 05 .09.2023

✚ **Life Institutional Membership discount may be redeemed on
Sale of Publication.

BANK DETAILS

AccountNo:0450010109436

Bank:PunjabNationalBank

Branch: ADDA Building, City Centre , Durgapur- 713216

GSTNo :19AAAA0008P1ZG,PanNo: AAAAQ0008P

Branch Code:SOL045020 IFSC :PUNB0045020 MICR : 713024210

MAIN EVENTS FOR COMPETITION

ScopeofPresentations:-

- 1.QIT/Quality Circle/LeanQualityCircle
- 2.Kaizen
- 3.SixSigma
- 4.SMEDConcepts
- 5.TPMCircles
- 6.WCMCircles
- 7.PokaYokeConcepts
8. 5-SConcepts
- 9.Any otheralliedconcepts

MODELPRESENTATION:FREEENTRYFOR ALL PARTICIPATING TEAMS

AWARDS

| CategoryofAwardsinthechapterlevel: - | GOLD | SILVER | BRONZE |
|--------------------------------------|------|--------|--------|
| &PrizesforOtherCompetitions | | | |

AwardCategoryonSecuredMarksduringCCQOnly.

- 1 TheCircleswhoscoreupto59%markswillbeawardedBronzeMedal.
- 2 TheCircleswhoscore60%to69%markswillbeawardedSilverMedal.
- 3 TheCircleswhoscore70%andabovemarkswillbeawardedGoldMedal.

EVENTS FOR PARTICIPATION

1. Slogan(English/Hindi/Bengali)
MustbewrittenveryclearlyorcomputerprintoutonlyA4(210x297mm)sizepaperswill beaccepted.
2. Poster
Papersize: A3Size.PageMargin:5 cmfrom allsides.
3. Poetry in Hindi/English/Bengali:
Preferablyincomputerprintoutorclearhandwriting.PaperSize–A4.
4. Essay Competition:
Preferably computer printout or clear handwriting
5. Eachparticipant/teamiseligibletosubmitmaximum oneentrypercircle.
6. MODELPRESENTATION
** (Please note that below 5entriesnocompetition will beorganized).

**NOTE:TeamMemberscanparticipateintheSlogan/Poem/
Poster/ EssayCompetition without any fee.**

ESSAY COMPETITION

Topic:QUALITY FOR PRODUCTIVITY & SAFETY

- 1 Essay should not exceed 400 words. It should be legibly handwritten in A4 size white paper, leaving margin of 2 cm on all four sides. They can be either in English or Hindi or Bengali only. Member who are participating in the Convention are eligible. Prizes will be awarded to winners in each category.
- 2 Entry should have the name of the Participant and Team which he / she represent, along with the organization name & category.
- 3 There is no Entry Fee for all the above competitions. For Poster, Poetry, slogan and Essay Competitions,
- 4 the last date for submission is during registration.

POSTER, POETRY & SLOGAN COMPETITION

Topic:Quality FOR Productivity and Safety

The Poster, Poetry, Essay and Slogan may be sent in soft copy. They can be prepared in English or Hindi or Bengali. One Person- one entry in each category. Only Team Members who are participating in the convention events are eligible. Prizes will be awarded to winners in each category as per number of submissions.

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.
3. Filled up Registration Form may kindly be sent within **08th September, 2023.**
4. The official language is either English or Hindi. You may please use English for better communication.
5. No need to submit hard copy of the case studies. Please send us the soft copy in .pdf or .ppt format for evaluation within **05th September, 2023.**

GUIDELINES FOR CCQC - 2023

1. ForQualityCircles-Pre-evaluation+Register+Casestudy Presentation
2. ForotherAlliedconcepts-Preevaluation+Casestudy Presentation.

| EVALUATION CRITERIA | | | |
|----------------------------|--|-------|--------|
| SL. NO. | Activity / Area | MARKS | |
| | | QC | ALLIED |
| 1. | Pre-evaluation of Case Study | 60 | 70 |
| 2. | QC Registermarks | 10 | N.A. |
| 3. | Casestudypresentationmarks | 20 | 20 |
| 4. | Question- answerbasedonprojectpresented | 10 | 10 |
| TOTAL MARKS | | 100 | 100 |



CONTACT:

Siromani Rajkhowa
Joint Secretary ,QCFI Guwahati Sub-Chapter &
Plant Head, The Supreme Industries Limited
Export Promotion industrial Park
Amingaon, North Guwahati,
Assam-781031
Mobile : +91 75780 12031
Mail :qcfi_ghy@yahoo.com

CASE STUDY PRESENTATION MARKS

| Sl. No. | Activity/Area | Marks |
|--------------|----------------------|-----------|
| 1 | Sequence | 5 |
| 2 | Communication Skills | 5 |
| 3 | Time Management | 5 |
| 4 | Special Effects | 5 |
| TOTAL | | 20 |

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 |
| TOTAL | | 10 |

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 |
| TOTAL | | 60 |

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 |
| Total | | 70 |

NOMINATION FORM

N.B.The filled up Registration Form along with payment Details must be sent to us by 08 September,2023

To
Sri SiromaniRajkhowa
JtSecretary , QCFI Durgapur Chapter Sub Chapter Guwahati
Unit Head M/s TheSupreme Industries Ltd.
EPIP, Amingaon, North Guwahati -781031
M 7578012031
Mail :qcfi_ghy@yahoo.com

DearSir

PleaseregisterourTEAM nomination:-

** Categoryofteam:QIT/QC/LQC/SPECIALCASESTUDY

| SI | Name of team | Category | No. of Members |
|----|--------------|----------|----------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

1. NameofOrganisation:
2. GST/IGST Number:
3. Nameof contactperson& Designation:
4. PostalAddress:
5. Mob. No:
6. Email Id:
7. NEFT/CHEQUE/DD ,etc. DETAILS:

(Attach the scanned copy of Payment Document)

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

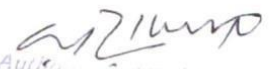
Annexure A

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
5. Pan No : AAAAQ0008P
6. GST No : 19AAAAQ0008P1ZG
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

पुनर्भूत नैशनल बैंक
For Punjab National Bank

वरिष्ठ प्रबन्धक/Senior Manager
सिटी सेंटर शाखा/City Centre Br.

Date 11/03/2021

(Signature of authorized officer of bank)



सत्यमेव जयते

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.

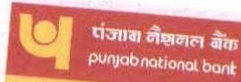
स्थायी लेखा संख्या /PERMANENT ACCOUNT NUMBER
AAAAQ0008P



नाम /NAME
QUALITY CIRCLE FORUM OF INDIA

निगमन/बनने की तिथि /DATE OF INCORPORATION/FORMATION
31-12-1982

मुख्य आयकर आयुक्त, आंध्र प्रदेश
Chief Commissioner of Income-tax, Andhra Pradesh



सिटी सेंटर (दुर्गापुर) (पश्चिम बर्द्धमान) 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

HMM

For QCFI, DURGAPUR CHAPTER

Authorised Signatory(ies)
Please sign above

Authorised Signatory
QCFI Durgapur Chapter

30554 73024210

काल तीन माह के लिए, यह वैध है। VALID FOR THREE MONTHS ONLY