



# QUALITY CIRCLE FORUM OF INDIA VADODARA CHAPTER

CONVENTION ON

**KAIZEN  
7 MUDA  
FIVE'S &  
TQM, TPM**

**: THEME :**

**Innovate and Improve  
EVERYDAY  
EVERYONE  
EVERYWHERE**



**AT SILVASSA**

**11<sup>th</sup> JUNE 2026 (Thursday)**

**VENUE**

**Pluz Resort, Survey No. 203/3,  
Naroli, Silvassa, Dadra Nagar Haveli.**



**AT VADODARA**

**25<sup>th</sup> JUNE 2026 (Thursday)**

**VENUE**

**Hotel Grand Mercure Surya Palace,  
Sayajigunj, VADODARA.**

# PROGRAM SCHEDULE

Sr. No.	Event	Shedule
1	Registration / Breakfast	07.30 Hrs to 8.30 Hrs
2	Inaugural Session	08.40 Hrs to 9.45 Hrs
3	Presentation by the Teams in Parallel Sessions	10.00 Hrs to 15.30 Hrs
4	Lunch (will continue as the presentations go on)	12.30 Hrs to 14.30 Hrs
5	Talk by Guest Speaker	15.30 Hrs to 16.15 Hrs
6	Valedictory / Prize/ Awards Distribution and Vote of Thanks / National Anthem	16.30 Hrs to 18.00 Hrs

## OUR COMMERCIALS

	Participants	Fee Rs.	GST @ 18%	Total Amount
Fees for Case Study Presentation	Up to 3	14,100.00	2,538.00	16,638.00
Fees for Delegate	1	4,300.00	774.00	5,074.00

**Early bird discount of 10% will be given to the teams who will submit their Registration forms & Case Study Presentation on or before 31<sup>st</sup> May 2026 for SILVASSA & 10<sup>th</sup> June 2026 for VADODARA.**

**NOTE:** The Registration fee includes morning breakfast, tea/coffee, Lunch, evening Tea/Coffee, Certificate for participation, Trophy & return Gifts.

Fees are to be paid by DD/Cheque/  
Direct Bank Deposit / Transfer payable  
at Vadodara in favour of  
"Quality Circle Forum of India -  
Vadodara Chapter"  
So as to reach QCFI, Vadodara Chapter  
office by **31<sup>TH</sup> MAY 2026 FOR SILVASSA**  
**15<sup>TH</sup> JUNE 2026 FOR VADODARA**

For Online Fund Transfer  
Account Name : Quality Circle Forum of India - Vadodara  
Name of Bank : BANK OF BARODA  
Branch Name : Manjalpur  
Bank Account No : 01940100030249  
IFSC Code : BARB0MAJALP (Fifth Character is Zero)  
MICR Code : 390012033

We request our sponsors to be generous for this Noble cause.

## SPONSORSHIP FOR

SPONSORSHIP FOR	Rate
Best Case Study Presentation Trophy for each TQM/TPM/Kaizen & 7 MUDA	Rs. 30,000.00
Banner at Entrance, Banners at Stage	Rs. 30,000.00
Standee at Entrance	Rs. 15,000.00
Standee at Hall Gates	Rs. 10,000.00
Selfie Point Backdrop	Rs. 15,000.00

# Guidelines for Case Study Presentations

## GENERAL

1.1 Case study Presentations on various Quality Concepts will be scheduled for parallel sessions. The languages for presentations will be either English or Hindi. (Combination of these two languages may also be used e.g., slides in English and speech in Hindi or vice versa) case study presentations will be for the following categories / Streams:  
(1) TPM (2) Kaizen (3) TQM (4) SMED (5) Five-S' (6) 7 MUDA

1.2 The organizations willing to participate in case study presentation competitions are required to forward one soft copy of presentation by e-mail on our e-mail id: qcfi2000@yahoo.com/ qcfivc2015@gmail.com. and confirm the receipt of soft copy from the office. Presentation must reach at QCFI, Vadodara office on or before **31<sup>st</sup> May 2026 for SILVASSA & 10<sup>th</sup> June 2026 for VADODARA.** along with Registration Form Positively.

**PLEASE ADHERE TO THE LAST DATE OF RECEIPT OF REGISTRATION FORM ALONGWITH ONE SOFT COPY OF PRESENTATION TO FACILITATE TIMELY ACTION AT OUR END.**

1.3 Evaluation of case studies is done in two stages (Total-100 Marks)  
(1) Pre evaluation i.e. in advance before case study presentation –70 Marks  
(2) Evaluation at the time of actual case study presentation – 30 Marks.

**WHILE FORWARDING THE CASE STUDY PRESENTATIONS, PLEASE MENTION CLEARLY WHETHER IT IS TPM/TQM/SEVEN MUDA/KAIZEN BECAUSE THE DATES AND EVALUATION CRITERIA ARE DIFFERENT.**

1.4 The details of criteria for evaluation are given on separate pages in this brochure (See page Nos. 5, 6 & 7)

1.5 The evaluation of case studies shall be done by a panel of independent judges and their decision will be final.  
**WE WILL NOT ENTERTAIN ANY REPRESENTATION IN THIS REGARD.**

1.6 The maximum time limit prescribed for case study presentation is 15 minutes. Followed by 5 minutes of Question/Queries/Clarifications only by judges.

1.7 It is desired that following details are furnished in the introductory slide of the case study.  
1. Name of the Team      2. Name of the Organization  
3. Name of the event: TPM/TQM/SEVEN MUDA/KAIZEN

**1.8 PLEASE MENTION CLEARLY WHETHER MANAGER KAIZEN OR OPERATOR KAIZEN**

1.9 Please ensure that the maximum no. of slides is limited to 60 nos.

1.10 The case study should be in Power Point format – Teams may use their Laptop, Pen drive etc. compatible with the available projection system, for this they must get in touch with the hall co-ordinator & IT person.

# QCFI – VADODARA CHAPTER

To participate in these Conventions, each participating team will consist of Up to Three members for presentation.

We need the names of the Team and team members.

QCFI expects nothing less than excellence.	One Soft Copy of Presentation may be forwarded to us in qcfi2000@yahoo.com / qcfivc2015@gmail.com latest by <b>31<sup>st</sup> May 2026 for Silvassa &amp; 10<sup>th</sup> June 2026 for Vadodara</b>
Presentation Time	<b>15 Min.</b>
Question / Answer Time	<b>05 Min.</b>

## Awards For Case Study Presentations

Sr.	Grades/Total Marks Scored by Quality Circle/ Quality Concept Team	AWARD Category
1	From 70% and above	<b>GOLD</b>
2	From 60% below 69.9%	<b>SILVER</b>
3	From 50% below 59.9%	<b>BRONZE</b>

**NOTE: This is the standard practice we follow. However, core committee (GC) reserves the rights to decide the cut-off point.**

## Evaluation Criteria For Case Study Presentations

The overview of evaluation criteria for Case Study presentations in two stages is given here under

Stage No.	DESCRIPTION OF STAGE	Max Marks
(I)	Pre Evaluation of case study presentations	70
(II)	Evaluation of case study at the Time of Oral presentations	30
	<b>Total Marks</b>	<b>100</b>
(II)	<b>Presentation Marks</b>	-
1	Sequencing, Clarity, Team Participation	05
2	Communication Skills, Confidence Level	05
3	Time Management	05
4	Special Effects/Features/Model	05
5	Correct Answers to Questions from judges	10
	<b>Total Marks</b>	<b>30</b>

## Pre- Evaluation Criteria For Case Study Presentations For 7 Muda

Sl No.		Description	Marks
1	D	Define the Muda A. Understanding the Pain B. Impact of Muda	10
2	M	Current Situation A. Process flow B. Impact of Muda on Process/workman/Cost	10
3	A	Analysis (Identification of causes)	10
4	I	Develop Alternate Solutions Challenges, Plan and Execution	15
		Result Check Tangible and Intangible benefits	10
5	C	Standardization A. Standards created/revised B. Official Release C. Communication of new standards	07
		Horizontal Deployment and Future Plan	08
		<b>TOTAL</b>	<b>70</b>

## Pre- Evaluation Criteria For Case Study Presentations For TPM

Sl No.	Description	Marks
1	Brief about organization & Project team introduction Reason	05
2	Reason for TPM implementation or Background of taking up the initiative	05
3	Organization structure for TPM	05
4	TPM implementation Master plan including preparation phase/Expansion phase/Full implementation	05
5	Detail Plan for your project implementation	10
6	Showcase of stepwise implementation of your project/ Status of pillars maturity level	15
7	Challenges faced & how you overcome	05
8	Outcome of implementation / Status of pillars maturity level	05
9	Overall results – Activity Index / Activity Result , Index / Management Index	10
10	Tangible & Intangible benefits	05
	<b>TOTAL</b>	<b>70</b>

## PRE- EVALUATION CRITERIA FOR CASE STUDY PRESENTATIONS FOR MANAGER KAIZEN

Sl No.		Activity / Area	Marks
1	D	Kaizen Theme(Reason for improvement/ Pain area)	10
2	M	Current situation (Impact of Problem)	10
3	A	Problem Analysis using diagrams, Graphs & Tools	10
4	I	Development of Solution and Implementation	15
		Result Check Tangible & Intangible benefits, Sustenance	10
5	C	Standardization A. Standards created/revised B. Official Release C. Communication of new standards	05
		Horizontal Deployment and Future Plan	10
		<b>TOTAL</b>	<b>70</b>

**NOTE: PLEASE MENTION CLEARLY WHETHER MANAGER KAIZEN OR OPERATOR KAIZEN**

## PRE- EVALUATION CRITERIA FOR CASE STUDY PRESENTATION FOR OPERATORS / WORKMEN KAIZEN

Sl No.	CRITERIA	Marks
1	SIMPLICITY	10
2	EFFECTIVENESS	15
3	UNIQUENESS	10
4	USE IN OTHER AREAS	15
5	TANGIBLE BENEFIT	10
6	INTANGIBLE BENEFIT	10
	<b>TOTAL</b>	<b>70</b>

## PRE- EVALUATION CRITERIA FOR CASE STUDY PRESENTATIONS

### For TQM

Sl No.	Step	Item	Marks
1	Plan	Problem/Project Identification, selection & defining	10
		Observation and Determining Methods of reaching goals	10
2	Do	Competence building	05
		Measurements, Analysis, Solution(s) development	10
		Trial implementation	10
3	Check	Check the Results	10
4	ACT	Standardization / Holding the gains	10
5	Learning and Way-Forward	Conclusion and Way forward	05
		<b>TOTAL</b>	<b>70</b>

## PRE- EVALUATION CRITERIA FOR CASE STUDY PRESENTATIONS

### For FIVE'S

Step No.	Activity / Area	Max Marks
1	Selection of the Area/Problem	05
2	Present Status	10
3	Step taken to implement 1S, 2S & 3S	15
4	Standardization Steps taken	10
5	Tangible gains in terms of money, space, safety, time, etc and intangible gains	10
6	Follow up, Habit formation Sustainability	10
7	Any Special Activities taken	10
	<b>TOTAL MARKS</b>	<b>70</b>

#### Contact Persons

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### QCFI VADODARA CHAPTER

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