



QUALITY CIRCLE FORUM OF INDIA

Nagpur Chapter

EVENTS AND EVALUATION CRITERIA

for
Chapter Convention on Quality Concepts

—: ORGANIZED BY:—

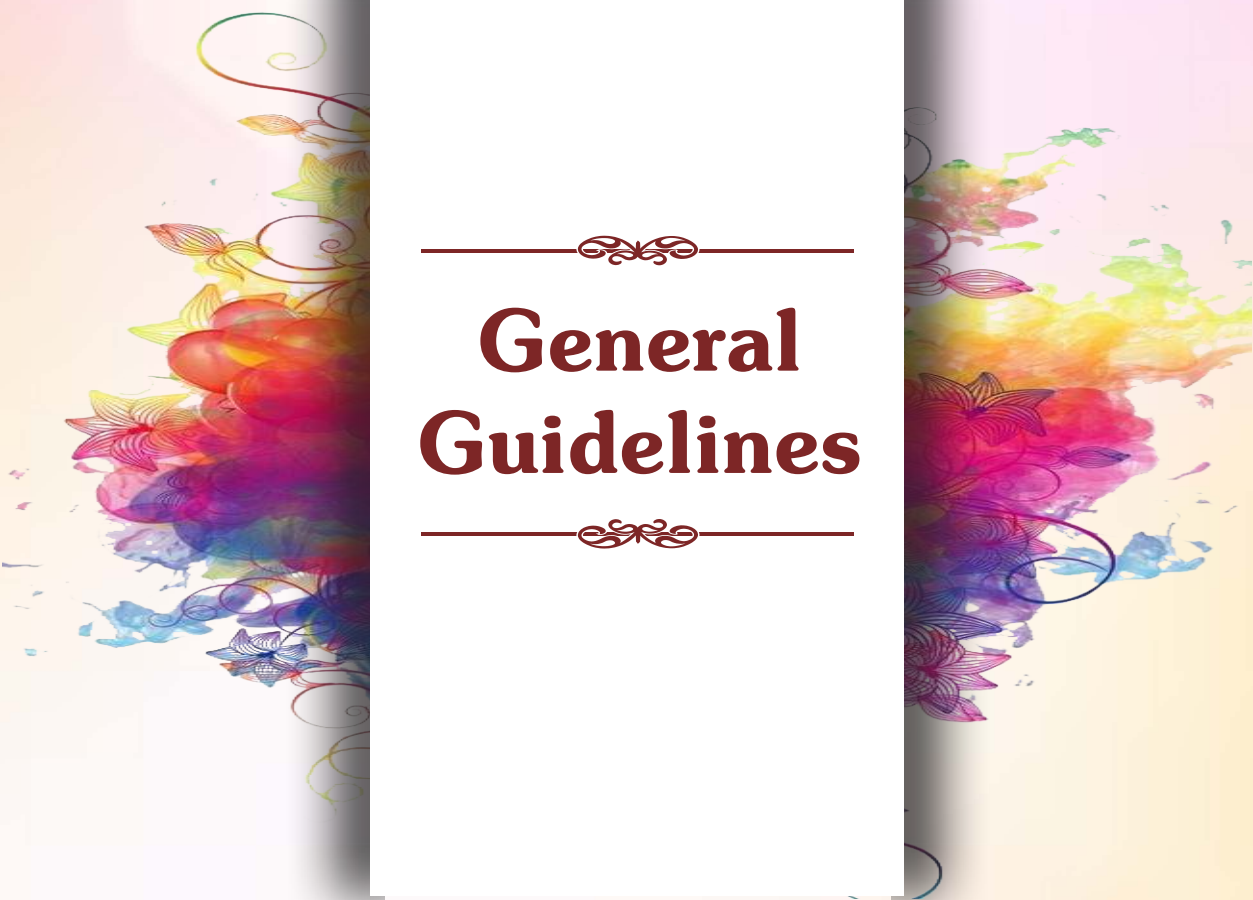
QUALITY CIRCLE FORUM OF INDIA

Nagpur Chapter

**LIST OF
COMPETITION
IN CCQC**

LIST OF COMPETITION IN CCQC

- * **QC case study presentation** – Maximum time allowed 15 minutes, first bell after 12 minutes.
- * **Kaizen, 5S, Lean Safety Circle (LSC), 6 Sigma, Poka-yoke, Lean Quality Circle (LQC), SMED, 7 PM Circle, ISO presentation.** Maximum time allowed 15 minutes, first bell after 12 minutes.
- * **Knowledge Test online** - Based on QCFI guidelines, www.qcfinagpur.in
- * **Poster Competition** - Use 450 mm x 600 mm sheet scan the sheet and mail.
- * **Slogan/Poem/Essay competition** - download standard sheet from www.qcfinagpur.in
- * **Model Competition** - Physical model to be exhibited at convention Center.
- * **Best Propagation Award** - The Quality Circle Forum of India, Nagpur Chapter, proudly presents the **Best Propagation Award**. This award honours organizations that have consistently promoted and embedded quality concepts such as Quality Circles, 5S, Kaizen, and Lean practices across their workforce. By recognizing efforts in training, participation, problem-solving, and knowledge sharing, this category encourages companies to build a culture of continuous improvement. We invite all participating organizations to showcase their journey and achievements in propagating quality excellence. * Forms are available on www.qcfinagpur.in
- * **Late Shri Ashok S. Gadge Memorial Quality Circle 4.0 Award** - Nomination of any one circle who use concept of Unique Automation With Low Cost (UALC) in their case study to be communicated through mail during submission of case study and to be mentioned in Registration form.
- * **GREEN EXCELLENCE AWARD** As part of our commitment to promoting sustainable industrial practices, the Quality Circle Forum of India, Nagpur Chapter, proudly presents the **Green Excellence Award**. This award recognizes organizations that demonstrate outstanding performance in Environmental, Social, and Governance (ESG) initiatives. By participating, companies not only showcase their dedication to sustainability but also inspire others to adopt responsible and impactful practices. We encourage all eligible organizations to take part and lead the way toward a greener, safer, and more ethical future. * Forms are available on www.qcfinagpur.in
- * **Integrated Safety Circles** - The Quality Circle Forum of India, Nagpur Chapter, introduced the Integrated Safety Circle (ISC) Concepts for case study presentation. We invite teams to participate in ISC innovative approach on Safety build a strong safety culture at the grass root level of organization. The organizations shall encourage the team to showcase the safety practices at workplace.



General Guidelines

1. General Guidelines

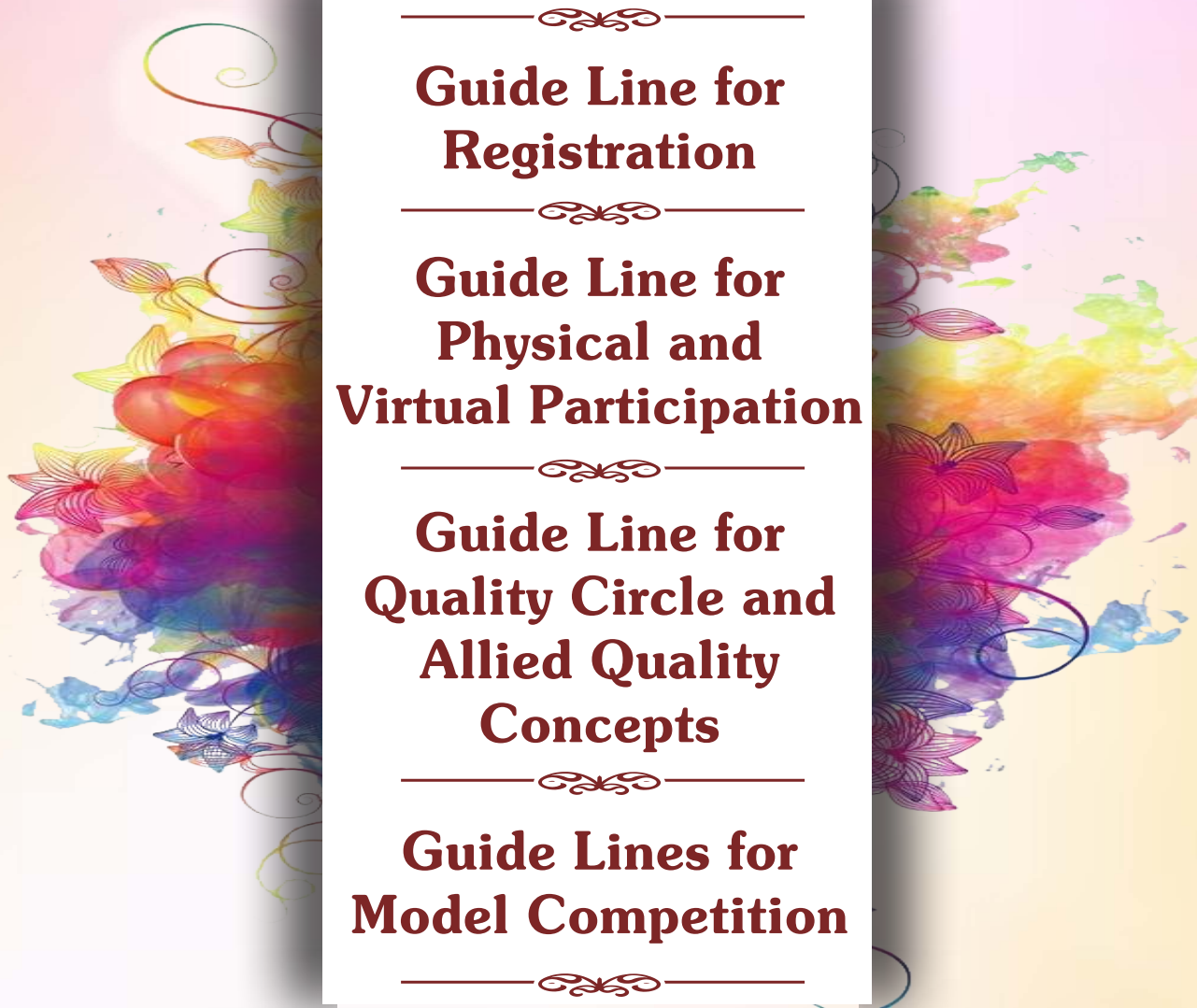
- 1.1. Case study presentations will be in Physical mode where as virtual participation have to send their case studies in power point presentation format as per the choice of the respective units.
- 1.2. Case study Presentation will be in the following category
 - 1.2.1. Quality Circle
 - 1.2.2. Allied Quality Concepts like
 - * Five-S,
 - * Kaizen / Quality Improvement Team (QIT),
 - * Poka Yoke Concept,
 - * SMED (Single Minute Exchange of Die),
 - * TPM Circle,
 - * Lean Quality Circle (LQC)
 - * Lean Safety Circle,
 - * WCM Circle,
 - * ISO-9001-2015 QMS implementation,
 - * Six Sigma Concept,
 - * Health, Safety & Environment (HSE),
 - * Pharmaceutical Quality Systems & Regulatory Guidelines,
 - * HR Case Study and
 - * Any Other Allied Concept
- 1.3. The participation for case study presentation competition is open for all.
- 1.4. Organizations willing to participate in case study presentation competitions (physical or virtual) are required to forward their presentation to QCFI, Nagpur Chapter on below mail id

QCFI.NAGPUR@GMAIL.COM

Adhere to the schedule to facilitate smooth organization of the convention.

- 1.5. The official language for Physical / Virtual presentation will be Marathi, Hindi and English. Teams should have their own power point presentation either in Marathi, Hindi or English. (Combination of these languages may also be used i.e. slides in English and speech in Hindi Marathi or vice versa).

- 1.6. The entire Quality Circle presentation, including translation, need to be completed within the stipulated time limit of 15 minutes (First bell after 12 min). For Question-Answers and / or clarification 5 min and 2 minutes for change over.
- 1.7. The Other Allied Concepts presentation, including translation, need to be completed within the stipulated time limit of 15 minutes (First bell after 12 min). For Question-Answers and / or clarification 5 min and 2 minutes for change over. Presentation of allied concepts, would be separate evaluation criteria for each concept.
- 1.8. Evaluation of case studies (Physical Mode) will be done in two stages –200 Marks**
- 1.8.1. Pre evaluation i.e. an advance before case study presentation - 140 marks**
- 1.8.2. Evaluation at the time of actual case study presentation - 60 marks**
- The details of criteria for evaluation of case studies on Quality Circles and on other Quality Concepts are given in separate pages in this brochure.
- 1.9. The evaluation of case studies shall be done by a panel of independent judges and their decision will be final and binding to all the participants and organization.
- 1.10. It is desired that following details are furnished in the introductory slide of the case study.
- I.** Name of the Team & Quality concept
 - II.** Organization's Name & Place
 - III.** Date of starting the project
 - IV.** Date of completion of the project
 - V.** Name of the event:
 - VI.** Date of CCQC :
- 1.11. Please see that the maximum number of slides in presentation are limited to 75 nos.
- 1.12. The case study format should be in Power Point version. Teams may use their Laptop/Pen drive.



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**Guide Line for
Registration**

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**Guide Line for
Physical and
Virtual Participation**

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**Guide Line for
Quality Circle and
Allied Quality
Concepts**

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**Guide Lines for
Model Competition**

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2. GUIDE LINES FOR REGISTRATION

- 2.1. A stipulated registration form will be available on website www.QCFINAGPUR.in
- 2.2. The registration form to be fill in details with special care to add organization's GST no.
- 2.3. Sent this registration form on email qcfi.nagpur@gmail.com
- 2.4. QCFI Nagpur Chapter will register the details in system and participating organization will receive two auto generated mails on mentioned authorised mail id as.
 - a) A mail with Proforma Invoice
 - b) A mail with registration conformation details
- 2.5. After registration, QCFI NAGPUR CHAPTER will send an e- Invoice for payment
- 2.6. On basis of this e-Invoice, participating organization has to pay the participation fee before date of event.

3. GUIDE LINES PHYSICAL AND VIRTUAL PARTICIPATION

3.1 Teams opting for physical participation can present case study as under

- 3.1.1 Participating teams are required to submit the case study presentation before event date for PRE-EVALUATION OF CASE STUDY on below mail id,

QCFI.NAGPUR@GMAIL.COM

- 3.1.2 Case Studies on various Quality Concepts including Quality Circles will be scheduled for physical presentation in parallel sessions on the day planned for the event (As per respective brochure) and at mentioned venue & date.

3.2 Teams opting for virtual participation

- 3.2.1 Teams are required to send their case studies in soft copy to QCFI, Nagpur Chapter. On below mail id.

QCFI.NAGPUR@GMAIL.COM

- 3.2.2 The Virtual presentation will be held before 5 days of the event
- 3.2.3 The link of virtual presentation will be share in advance with participating teams on authorised mail id.

4. GUIDE LINES FOR QUALITY CIRCLE AND ALLIED QUALITY CONCEPTS

4.1. Quality Circle

- 4.1.1. All Quality Circle members should be involved in the presentation of case study. It is expected at least five members should speak turn by turn during presentation.
- 4.1.2. The Quality Circle should be comprised of minimum five members plus one facilitator or coordinator.

4.2. Allied Quality Concepts

- 4.2.1. All Quality Concepts other than Quality Circle are covered under this category.
- 4.2.2 The case study is to be presented in their own system followed by them. They need not convert into 12 step method being followed by Quality Circles.
- 4.2.3. Kaizen: KAIZEN Team should comprise of three members.

NOTE: There are three types of process of KAIZEN implementation

1. Individual Kaizen
2. Structure Kaizen for Task Performer
3. Structure Kaizen LQC/ QIT

- 4.2.4. Five-S: Case Study on Five-S' implementation in an organization or in specific department / zone may be presented with step by step approach and gains out of the same. Implementation at Home, Colony, Shops. School etc. may also be presented in this category of presentations.
- 4.2.5. Lean Quality Circle: If QC members have taken up an instant problem and solved it, they need not convert it into 12 steps. The same can be presented by existing QC team members if they have done it. Any other person who has helped in implementation and immediate boss as facilitator can also present the same under LQC. Already formed regular LQC team will present in 5 steps. Define, Measure, Analyse, Improve & Control (DMAIC METHOD).
- 4.2.6. Lean Safety Circle: Team can present Case study on the incident investigation process with a structured nine step process. Case study can be consisting of the following steps under LSC either 3.6.1 or 3.6.2.
 - 4.2.6.1. Problem Identification, Investigation Team Formation & Problem Defining, Team formation and leader selection, Ascertain The Facts (Human, Physical, Systemic), Develop The Chronology (for Incident), Why-Why Analysis, Identify Gaps in The System, Developing solution and Recommendation, Record & communicate (After Approval granted), Implement And Review, Tangible/Intangible Gain.
 - 4.2.6.2. Define, Measure, Analyse, Improve & Control (DMAIC method).

5. GUIDE LINES FOR MODEL COMPETITION

- 5.1 The objective of the Model presentation competition is to recognize the creativity, skill, enthusiasm and efforts of Quality Circles and Allied Quality Concept teams to display the improvement/solution for ease of understanding.
- 5.2 This competition is FREE of participation fee and will be open for all teams presenting case studies on any Quality Concept including Quality Circle.
- 5.3 The team desirous of participating in this competition should indicate the same while sending their entry vide registration form for the convention of the chapter. Advanced information is required to provide essential facilities.
- 5.4 The model should be relevant to their case study to be presented.
- 5.5 The models should be designed and made by team members themselves and not bought out from professionals.
- 5.6 A separate location shall be provided for display of all models at venue at appropriate/convenient time for teams which make advance registration.
- 5.7 At least two members should be present to explain the model.
- 5.8 A sign board / banner should be displayed showing the Team Name, Organization Name and the Theme of the project.

**Evaluation
Criteria
For Quality
Circle
(Physical /
Virtual Mode)**

Evaluation Criteria – Quality Circles (Physical / Virtual Mode)

The overview of evaluation criteria for case study presentation at chapter convention four stages is given hereunder:

CASE STUDY EVALUATION CRITERIA FOR QUALITY CIRCLES	
Description of Stages	Max. Marks at CCQC
Evaluation of case study in Advance before presentation	140
Evaluation of case study at the time of oral presentation with Q&A	60
TOTAL MARKS	200

Pre-evaluation of QC Case Study

Step No	Activity/Area Marks	CCQC Marks	
1	Identification of problem (Unsolved)		
	Upto 19	2	10
	20-29	4	
	30-39	6	
	40-49	8	
	50 and above	10	
	By any appropriate method , given by management,instant problem	10	
2	Selection or problem		
	A,B, C catagorization of problem	4	10
	Priority / Ranking method	3	
	Base use for Priority / Ranking	3	
	By any appropriate method , given by management,instant problem	10	
3	Define the problem		
	Milestone chart proposed	2	12
	Flow diagram / Pictorial diagram	2	
	Discription of problem with labeled diagram or detailed flow diagram or any other creative way	4	
	Objective	2	
	Goal / Target	2	

4	Analysis of the problem (Measure the problem)		
	To see the required data /verbal data given for 4W+1H as how much also		
	Impact on performance parameter like Qulaity , Productivity , Cost etc .Stratification of data , Pareto Chart ,Graphs , Histogram etc as requiredto be mentioned.	12	12
5	Find out probable causes and Root cause		
Note:	Circle upto age of two years may use dispersion analysis		
Note:	Circle above two years should use cause enumeration type process classificationtype.By using Dispersion analysis type they will be give mark out of 5		
	Proper header	3	12
	Cause , Sub Clause , Sub Sub Clause etc	5	
	Marking , listing the probable root causes	4	
6	Root cause analysis (Validation of Root causes)		6
	By use of appropriate method for validation	6	
7	Data analysis		
	Collection of appropriate data for the validation of root cause	8	
	Pareto Diagram	8	16
	In case pareto diagram not required , mark will be given out of 16 for collection of appropriate data	16	
8	Development of solution		16
	Minimum no of developed solution may be 5	16	
9	Foreseeing probable resistance		
	Minimum number of probable resistance should be 5 along with the solution of identified probable problems.	6	6
10	Trial implementation and check pe rformance		
	Use of PDCA	5	
	Trial Implementation	6	16
	Check performance	5	
11	Regular implementation		
	Present Status	6	
	Overall Gain - Tangible & Intangible gain	6	12
12	Follow-up/Review		
	Follow up system developed	7	
	Review result	5	12
	SUB TOTAL		140

Stage II	Details of Criteria for evaluation at the time of Oral Presentation by Quality Circles and Allied Quality Concepts	Max. Marks at CCQC
1	Sequencing, Clarity and Team Participation	10
2	Communication Skills, Confidence Level	10
3	Time Management	10
4	Special Effects / Features / Model	10
5	Correct Answers to the Questions from Judges	20
	Total Marks	60

Knowledge Test Evaluation

	Knowledge Test Evaluation	Max. Marks at CCQC
1	Knowledge Test (Test paper of 45 objectives type questions, of total 45 marks. 1. Time limit – 60 min 2. Marks – 1 mark per question 3. No negative marking 4. Mode of Knowledge Test – online on QCFI Nagpur Chapter website www.qcfinagpur.in	45

EVALUATION CRITERIA FOR MODEL PRESENTATION

Sr No	Evaluation Criteria	Max Marks
1.	Relevance with project presented	05
2.	Creativity, Design & Display	20
3.	Use of scrap for Model Creation	05
4.	Skill in Explaining	10
5.	Moving/Dynamic Model	10
	TOTAL	50

**EVALUATION
CRITERIA
Allied Quality
Concepts
(Physical /
Virtual Mode)**

Evaluation Criteria – Allied Quality Concepts (Physical / Virtual Mode)

Criteria of Evaluation of Case Study Presentation such as

2.1	Five-S	2.2	Poka-Yoke	2.3	Lean Quality Circle / Lean Safety Circle
2.4	Kaizen	2.5	TPM Circle	2.6	ISO 9001:2015 QMS Implementation
2.7	SMED	2.8	WCM Circle	2.9	Health, Safety & Environment (HSE)
2.10	Six Sigma	2.11	Pharmaceutical Quality Systems & Regulatory Guidelines etc.,		

are given below and covered under two stages

Case Study Evaluation Criteria For Allied Quality Concepts LQC / Six Sigma / SMED

Stage No.	Description of Stages	Max. Marks
I	Pre-evaluation of case study in Advance before presentation	140
II	Evaluation of case study at the time of oral presentation with Q&A	60

Stage I	Details of Criteria for Pre-evaluation in -Allied Concepts – LQC / Six Sigma / SMED	Max. Marks at CCQC
1	Selection of Problem	20
2	Define the Problem	20
3	Measurement of data on Problem / Problem Analysis	30
4	Analysis of the Problem for Root Causes	30
5	Improve	
5a	Implementation of the Problem	10
5b	Tangible / Intangible Gains	10
6	Control / Follow up	20
	Total Marks	140

Stage II	Details of Criteria for evaluation at the time of Oral Presentation for Allied Quality Concepts	Max. Marks at CCQC
1	Sequencing, Clarity and Team Participation	10
2	Communication Skills, Confidence Level	10
3	Time Management	10
4	Special Effects / Features / Model	10
5	Correct Answers to the Questions from Judges	20
	Total Marks	60

Evaluation Criteria – FIVE –S (Physical / Virtual Mode)

In case team has taken any specific problem on 5-S and solve it they must follow DMAIC method and evaluation will be done accordingly. In case some unit/zone/zones/sub zone/sub zones have done excellent implementation of 5-S and management want to send the team for the presentation. Such case study will be evaluated in the following way.

Note: In case team has taken any specific problem on 5-S and solve it they must follow DMAIC method and evaluation will be done accordingly.

Stage - I	Step No	Activity/Area Marks	CCQC Marks	
	1	Identification of problem (Unsolved)		
		Upto 19	2	10
		20-29	4	
		30-39	6	
		40-49	8	
		50 and above	10	
		By any appropriate method , given by management,instant problem	10	
	2	Brief Concept its relevance & Selection or problem		
		A,B, C catagorization of problem	4	10
		Priority / Ranking method	3	
		Base use for Priority / Ranking	3	
		By any appropriate method , given by management,instant problem		

DEFINE	3	Define the problem		
		Milestone chart proposed	4	20
		Flow diagram / Pictorial diagram	4	
		Discription of problem with labeled diagram or detailed flow diagram or any other creative way	4	
		Objective	4	
		Goal / Target	4	
MEASURE	4	Analysis of the problem (Measure the problem)		
		To see the required data /verbal data given for 4W+1H as how much also	30	30
		Impact on performance parameter like Qulaity , Productivity , Cost etc .Stratification of data , Pareto Chart ,Graphs , Histogram etc as requiredto be mentioned.		
ANALYSE	5	Find out probable causes and Root cause		30
	Note:	Circle upto age of two years may use dispersion analysis		
	Note:	Circle above two years should use cause enumeration type process classificationtype.By using Dispersion analysis type they will be give mark out of 5		
		Proper header	2	
		Cause , Sub Clause , Sub Sub Clause etc	5	
		Marking , listing the probable root causes	4	
	6	Root cause analysis (Validation of Root causes)	3	
		By use of appropriate method for validation		
	7	Data analysis		
		Collection of appropriate data for the validation of root cause	8	
		Pareto Diagram	8	
IMPROVE		In case pareto diagram not required , mark will be given out of 16 for collection of appropriate data	16	20
	8	Development of solution		
		Minimum no of developed solution may be 5	5	
	9	Foreseeing probable resistance		
		Minimum number of probable resistance should be 5 along with the solution of identified probable problems.	5	
	10	Trial implementation and check performance		
		Use of PDCA	2	
		Trial Implementation	2	
		Check performance	2	
	11	Regular implementation		
CONTROL		Present Status	2	20
		Overall Gain - Tangible & Intangible gain	2	
CONTROL	12	Follow-up/Review		20
		Follow up system developed	12	
		TOTAL		140

5-S – ZONE (Workplace Management Evaluation Criteria)

Stage - I	Step No.	Activity/Area Marks	CCQC Marks	
	1.	Initial efforts		25
		- 5-S organization structure	5	
		- Initial Photographs	10	
		- Steps taken in zone/Sub zone before going for 1S	10	
	2.	Activities of House keeping		30
		- Implementation of 1 st S	10	
		- Implementation of 2 nd S	10	
		- Implementation of 3 rd S	10	
	3.	Implementation of 4th S		15
		- Development of standard practices	5	
		- Follow-up of standard practices	10	
	4.	Audit system		20
		- Self audit system	10	
		- Management audit system	10	
	5.	Status of 5-S implementation		30
		- Before/After Photographs	10	
		- Tangible/intangible gains	10	
		- Status of Jagruti group	8	
		- Status of 5-S home	2	
	6.	Follow-up and review system		20
		- Management actions for sustenance and growth of 5S	10	
		- Special activities	10	
		TOTAL MARKS		140

Note : Appropriate photographs with captions wherever applicable should be included

Stage II	Details of Criteria for evaluation at the time of Oral Presentation by All Allied Quality Concepts	Max. Marks at CCQC
1	Sequencing, Clarity and Team Participation	10
2	Communication Skills, Confidence Level	10
3	Time Management	10
4	Special Effects / Features / Model	10
5	Correct Answers to the Questions from Judges	20
	Total Marks	60

HOME 5S COMPETITION – 2026

5S HOME TEAMS

Dear Members,

Quality Circle Forum of India (QCFI) has embarked upon a popular mission of '5S' Certification programme to propagate and spread Neatness, Cleanliness and Better Hygienic Practices of Home through 5S. The work place Management philosophy.

The Case Studies Presented in Chapter Convention will be awarded with Gold, Silver or Bronze Memento. All Gold and Silver winning teams can applications to QCFI Head office Secunderabad for 5S Home Certification. The jury members of QCFI Head Quater will evaluate the applications and those securing 70% and above mark will get their Homes as "5S Certified Home".

"Ghar Swacch toh Gaon Swacch, Gaon Swacch toh Shahar, aur Shahar Swacch toh Desh Swacch".

5S Home Competition Requirements

Sr.No.	Home Size	Nos of Before After Photos Required
1	Single Room House	15
2	One Bed Room	20
3	Two Bed Room	25
4	Three Bed Room	30
5	Above Three Bed Room	40



Home 5-S Competition Criteria

Sr. No	Criteria	Marks
1	Red Tag / SEIRI Museum Area in Home	5
2	Creative idea (Best out of waste) Any other 5S Special Activity	10
3	5S Standard practices Adopted	5
4	Before After 5S Status Photographs	20
5	Sequential Steps and Benefits	10
Total Marks		50



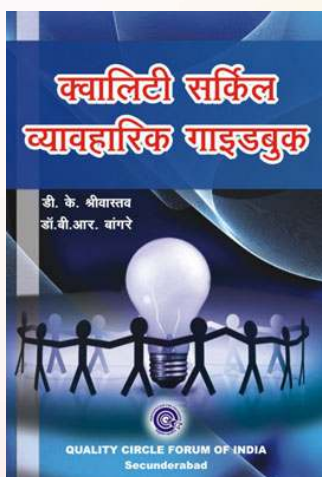
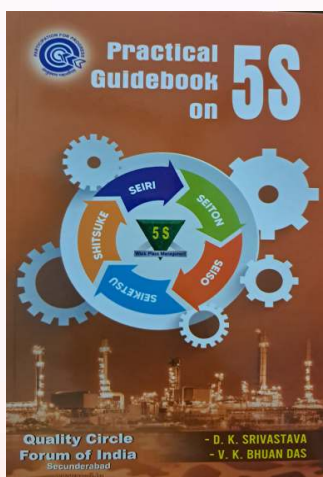
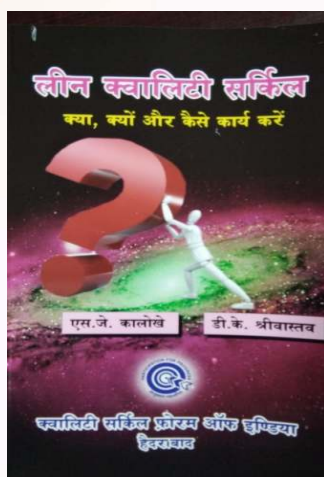
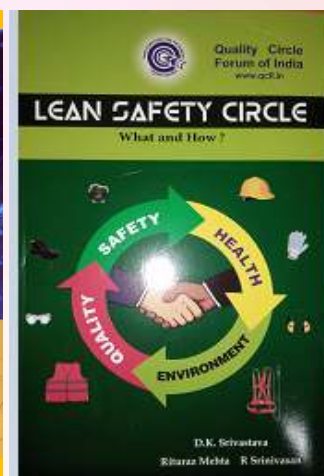
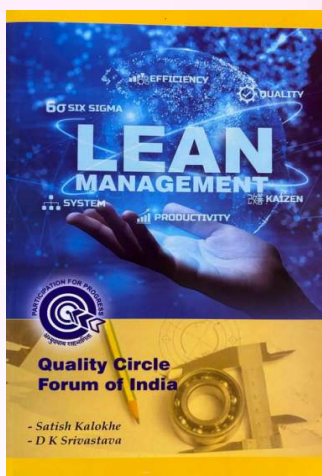
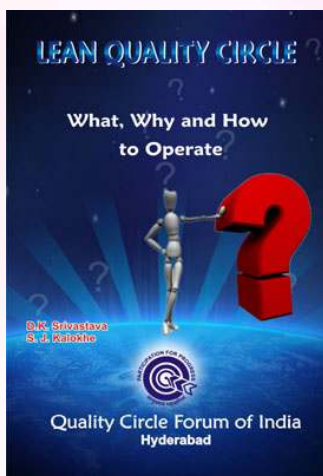
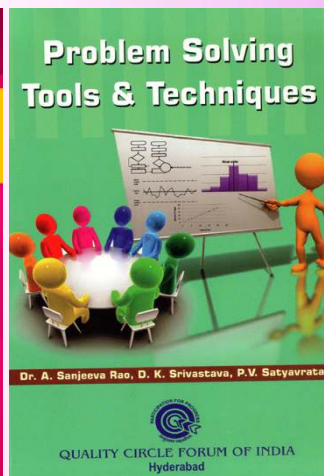
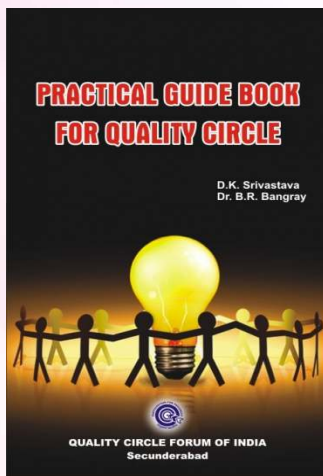
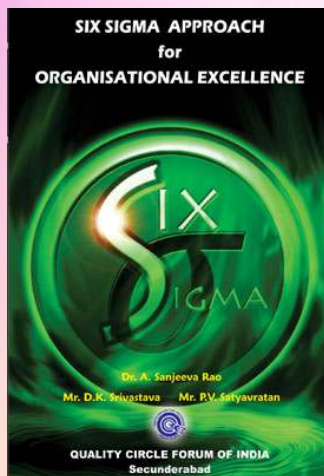
Guide lines for participation in Chapter Convention :

- * Family or member of the home may register by sending their presentation to qcfi.nagpur@gmail.com
- * Registration for the 5S Home Competition FREE !!
- * If required and requested guidance will be given Nagpur Chapter in person free of charge
- * Power Point Presentation on email ID : qcfi.nagpur@gmail.com

Rewards and Recognition :

- * All presenting teams will receive Gold, Silver or Bronze trophy and Certificates on the basis of evaluation of virtual presentation.
- * We appreciate homemakers participating in large numbers in this program which will give momentum to the Swacch Bharat Abhiyan and will improve and sustain the house keeping with fewer effort, less money, less time.
- * All participating teams will receive guidance and support on request for getting Home 5S Certification also from QCFI, Head Quarter Secunderabad.

Cultural change has to start from our home, So, let's Begin !!



Evaluation Criteria – KAIZEN (Physical / Virtual Mode)

There are three types of process of KAIZEN implementation

1. Individual Kaizen
2. Structure Kaizen for Task Performer
3. Structure Kaizen LQC/ QIT

ALLIED CONCEPT - KAIZEN

A	INDIVIDUAL KAIZEN	
		Score
STEP-1	Kaizen Idea Generation	10
	Theme	
STEP-2	Present Status with Data	10
	Status before implementation (Data / Photos/Graph - Any one)	
STEP-3	Development of Solution	10
	Root cause	
STEP-4	Implementation of Solution	10
	Status after implementation (Data / Photos/Graph - Any one)	
STEP-5	Result and Effective Benefits	10
	Qualitative/Quantitative	
	Tangible/Intangible Benefits	
	System Related Benefits	
	TOTAL	50

NOTE : For more detail refer Book from QCFI - KAIZEN Continuous Improvement

Pre-evaluation of KAIZEN - Task Performer

Step No	Activity/Area Marks	CCQC Marks	
1	Identification of problem (Unsolved)		
	Upto 19	2	10
	20-29	4	
	30-39	6	
	40-49	8	
	50 and above	10	
	By any appropriate method , given by management, instant problem	10	
2	Selection or problem		10
	A,B, C catagorization of problem	4	
	Priority / Ranking method	3	
	Base use for Priority / Ranking	3	
	By any appropriate method , given by management, instant problem	10	
3	Define the problem		
	Milestone chart proposed	2	12
	Flow diagram / Pictorial diagram	2	
	Description of problem with labelled diagram or detailed flow diagram or any other creative way	4	
	Objective	2	
	Goal / Target	2	
4	Analysis of the problem (Measure the problem)		
	To see the required data /verbal data given for 4W+1H as how much also	12	12
	Impact on performance parameter like Quality , Productivity , Cost etc .Stratification of data , Pareto Chart ,Graphs , Histogram etc as required to be mentioned.		
5	Find out probable causes and Root cause		

Note:	Circle upto age of two years may use dispersion analysis		
Note:	Circle above two years should use cause enumeration type process classification type. By using Dispersion analysis type they will be give mark out of 5		12
	Proper header	3	
	Cause , Sub Clause , Sub Sub Clause etc	5	
	Marking , listing the probable root causes	4	
6	Root cause analysis (Validation of Root causes)		6
	By use of appropriate method for validation	6	
7	Data analysis		
	Collection of appropriate data for the validation of root cause	8	16
	Pareto Diagram	8	
	In case pareto diagram not required , mark will be given out of 16 for collection of appropriate data	16	
8	Development of solution		16
	Develop the solution with Pareto Diagram through Brainstorming or given by management	16	
9	Foreseeing probable resistance		
	Probable resistance should be with the solution of identified probable problems.	6	6
10	Trial implementation and check performance		
	Use of PDCA	5	16
	Trial Implementation	6	
	Check performance	5	
11	Regular implementation		
	Present Status	6	12
	Overall Gain - Tangible & Intangible gain	6	
12	Follow-up/Review		
	Follow up system developed	7	12
	Review result	5	
	TOTAL		140

Pre-evaluation for STRUCTURED KAIZEN LQC/QIT

	Step No	Activity/Area Marks	CCQC Marks		
	1	Identification of problem (Unsolved)			
		Upto 19	2	10	
		20-29	4		
		30-39	6		
		40-49	8		
		50 and above	10		
		By any appropriate method , given by management, instant problem	10		
	2	Brief Concept its relevance & Selection or problem		10	
		A,B, C categorization of problem	4		
		Priority / Ranking method	3		
		Base use for Priority / Ranking	3		
		By any appropriate method , given by management, instant problem			
DEFINE	3	Define the problem		20	
		Milestone chart proposed	4		
		Flow diagram / Pictorial diagram	4		
		Description of problem with labelled diagram or detailed flow diagram or any other creative way	4		
		Objective	4		
		Goal / Target	4		
MEASURE	4	Analysis of the problem (Measure the problem)		30	
		To see the required data /verbal data given for 4W+1H as how much also	30		30
		Impact on performance parameter like Quality , Productivity , Cost etc .Stratification of data , Pareto Chart ,Graphs , Histogram etc as required to be mentioned.			
ANALYSE	5	Find out probable causes and Root cause		30	
	Note:	Circle upto age of two years may use dispersion analysis			
	Note:	Circle above two years should use cause enumeration type process classification type. By using Dispersion analysis type they will be giving mark out of 5			
		Proper header	2		
		Cause , Sub Clause , Sub Sub Clause etc	5		
		Marking , listing the probable root causes	4		

	6	Root cause analysis (Validation of Root causes)	3	
		By use of appropriate method for validation		
	7	Data analysis		
		Collection of appropriate data for the validation of root cause	8	
		Pareto Diagram	8	
		In case pareto diagram not required , mark will be given out of 16 for collection of appropriate data	16	
IMPROVE	8	Development of solution		20
		Develop the solution with Pareto Diagram through Brainstorming or given by management	1	
	9	Foreseeing probable resistance		
		Probable resistance should be with the solution of identified probable problems.	1	
	10	Trial implementation and check performance		
		Use of PDCA	2	
		Trial Implementation	2	
		Check performance	2	
	11	Regular implementation		
		Present Status	2	
		Overall Gain - Tangible & Intangible gain	10	
CONTROL	12	Follow-up/Review		20
		Follow up system developed	12	
		Review result	8	
		SUB TOTAL		140

Stage II	Details of Criteria for evaluation at the time of Oral Presentation by All Allied Quality Concepts	Max. Marks at CCQC
1	Sequencing, Clarity and Team Participation	10
2	Communication Skills, Confidence Level	10
3	Time Management	10
4	Special Effects / Features / Model	10
5	Correct Answers to the Questions from Judges	20
	Total Marks	60

Lean Safety Circle Evaluation Criteria for CCQC

Safety Circle Evaluation System are designed considering fulfilling of organization aim of "Zero Harm through overall development of employee and change in attitude" with the following objectives :

- I. To involve grassroot employee and contract workers
- II. To improve observation power by
 - a) To differentiate between hazard & risk
 - b) To understand the five human factor responsible for more than 90% of incidences
 - c) To understand the near-miss cases and importance of its reporting
- III. To improve analytical power
- IV. To get contribution from grassroot level employee for better records
- V. To improve teamwork
- VI. To improve in retaining safety knowledge

State - I : Pre-Evaluation of Case study Report (DMAIC module followed)

Steps	Description	Max. Marks	
		Case-1 (Lead)	Case-2 (Lag)
1a	Identification of Hazard/Risk (Every hazard/risk identified will get 0.2 marks). Unsafe act and condition reported should be supported with Before/After photographs/sufficient proof of validation.	10.0	10.0
1b	Selection of problem using Risk rating method	2.0	2.0
2 (D)	Define the Selected problem	4.0	4.0
	Gantt chart or Milestone chart	1.0	1.0
	Define the problem with the help of Flow diagram / Pictorial depiction	3.0	3.0
3 (M)	Measure by ascertaining the facts (Human, Physical, Systemic) & 4W+1H	9.0	10.5
	a. Physical factor (fact with detail)	2.0	2.0
	b. Human factor (fact with detail)	2.0	2.0
	c. Systemic factor (fact with detail)	2.0	2.0
	d. Approach for ascertaining the fact	1.0	1.0
	e. 4W + 1H	2.0	2.0
	f. Develop the chronology (for incident)	0.0	1.5

4 (A)	Analysis	13.5	13.5
	a. Physical	2.5	2.5
	b. Human	2.5	2.5
	c. Systemic	2.5	2.5
	Approach & Logic to find out root cause (systemic) with the help of Tree diagram / Cause & Effect diagram	3.0	3.0
	Validation of Root causes	3.0	3.0
5 (I)	Improve	7.0	5.5
	Developing solution & Recommendation	3.0	1.5
	Record & Communicate (After approval granted)	1.0	1.0
	Implement		
	Use of PDCA cycle	1.0	1.0
	Comparative milestone chart	1.0	1.0
	Assess gains	1.0	1.0
6 (C)	Control	4.5	4.5
	Review by using appropriate tools		
	Total Marks	50.0	50.0

Part – B : Case Study Presentation Evaluation

Criteria	Criteria Description	Marks (Max -60)
Criteria-1	Sequence, Clarity, Team participation, Smooth change over from one speaker to another	10
Criteria-2	Time Management: How circle has managed the time to explain the project	10
Criteria-3	Communication Skill and Confidence level	10
Criteria-4	Special Features	10
Criteria-5	Answering satisfactorily & correctly the questions asked by the judges	20

Please note :

- a) 1.5 bonus marks will be given if contract worker is included in the team subject to the maximum marks limit shall not be exceeding 50 marks.
- b) 1.5 marks will be deducted if victim is not a part of team, in case for incident investigation (Co- worker of victim if he/she is not on duty)
- c) Teams eligible to participate in CCQC for the calendar year should have completed their project on or before 31st July of the current calendar year.



QUALITY CIRCLE FORUM OF INDIA

NAGPUR CHAPTER

BECOME A
QCFI MEMBER



Quality is a journey and not a destination

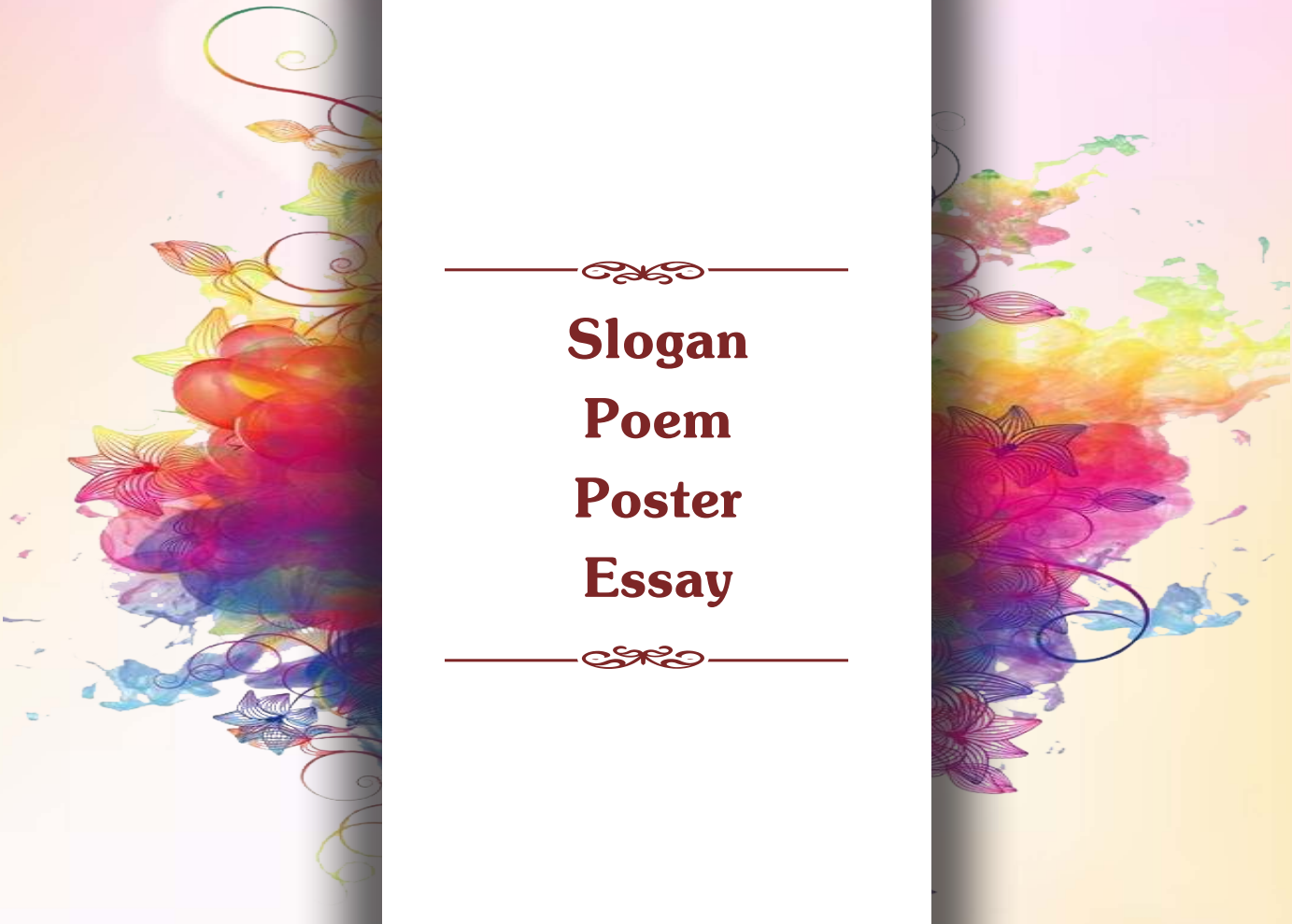
-: Inferences :-



Membership Types :

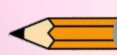
1. **Individual Membership Fees : Rs. 177* Annual / Rs. 2360* Life time**
2. **Institutional Annual : Fees Rs. 2000* Admission Fees Rs. 1000*** (Institutional Permanent According to Strength of Organisation)
3. **Educational Institution Annual Fees Rs 500* Permanent Rs. 5000***

**In all *18%
GST Extra**



Slogan
Poem
Poster
Essay

Poster / Slogan / Poem / Essay / Skit Competitions

 Applicable for Participation for 

Slogan / Poem / Poster / Essay / On Quality Related Concepts Including Convention Theme

RULES AND GUIDELINES FOR THE COMPETITIONS

Slogan, Poem, Poster and Essay should convey the philosophy, importance and beneficial effects of any one or more Quality Concepts such as Quality Circle, TPM, WCM, SMED, ISO 9001 -2015 QMS Implementation, HSE, Kaizen, Five-S, Six Sigma, Poka Yoke, LQC, QMS Pharmaceutical Quality Systems and Regulatory Guidelines, etc. General Guideline/Rules as below,

COMMON RULES FOR THE ABOVE COMPETITIONS :

SECTION - I SLOGAN COMPETITION

1.1	Slogan shall consist of maximum 12 words.
1.2	Slogan may be written in Hindi, English, or Marathi.
1.3	Slogan may be written / printed on A-4 size paper.
1.4	Only one slogan shall be accepted per participant.

SECTION - II POEM COMPETITION

2.1	Poem shall consist of 10 to 14 lines.
2.2	Poem may be written in Hindi, English or Marathi & should be rhythmic.
2.3	Poem to be written / printed on A-4 size paper.

SECTION - III POSTER COMPETITION

3.1	Poster to be submitted in size 420mm x 594mm (A-2 size) only.
3.2	Only one poster to be submitted per participant.
3.3	Poster should display title/appropriate message-slogan-story line in English / Hindi / Marathi

SECTION - IV ESSAY COMPETITION

4.1	Essay competition is separated in two categories
	(a) For Officers, Engineers and Managers
	(b) For Grass root level/First line Employees, Workers, Operators / Technicians.
4.2	Essay may be written / typed on one side of A-4 size paper consisting of maximum 600 words.
4.3	Essay may be submitted in any one of three (Hindi / English / Marathi) Languages.
4.4	Only one essay per participant shall be accepted.

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**CONVENTION
ON ENERGY
CONSERVATION
C-EnCo**

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THE EVALUATION CRITERIA FOR CASE STUDY PRESENTED IN CONVENTION ON ENERGY CONSERVATION, C-EnCo

1. Organization can use any one methodology from- QC, KAIZEN, SIX SIGMA, PDCA, or methodology accepted in participating organization.
2. Marking system will be same as per respective methodology marking system mention here.

Expected activities related to energy conservation is listed below, but not limited to following, whereas based on project choose as part of improvement, will be consider for evaluation,

- a. **Details of an energy saving project**
- b. **Target and goal setting**
- c. **Benchmarking if any**
- d. **Any innovative concept**
- e. **Energy saving vs investment made**
- f. **Use of renewable energy**
- g. **Performance monitoring and verification**
- h. **Environmental impact- sustainability, GHG**
- i. **Financial**
- j. **Future plans if any**



NOTE :

1. Competitions are open to individual QCFI members and employees of Institutional Members. Who is part of participating team.
2. The entries should be original in nature not copied or published in any previous magazine or QCFI souvenir or journal.
3. **Only one entry in each section shall be entertained from the same individual participant / Team member.**
4. The entries shall sent by e mail , **QCFI.NAGPUR@GMAIL.COM**
5. Name of the virtual winners shall be intimated by E-mail, Awards will be sent through courier to mentioned address in registration form.
6. Physical participants will be presented the Awards in the Valedictory session

Awarding System of Nagpur CCQC

GOLD	70% and Above	
SILVER	60 to 69.9%	
BRONZE	Below 60 %	

RTGS PAYMENT DETAILS

You are requested to pay required Participation Fee by DD/CHEQUE/NEFT/RTGS drawn in favour of **"QUALITY CIRCLE FORUM OF INDIA" NAGPUR CHAPTER.**

 QCFI Nagpur	PAN - AAAAQ0008P & GST No. 27AAAAQ0008P5ZF
 Beneficiary Name	Quality Circle forum of India, Nagpur Chapter
 Account No.	009010100010642
 IFSC code	NGSB0000009
 Bank & Branch	Nagpur Nagarik Sahakari Bank, MIDC, Hingna, Nagpur
 Payment	Cheque / DD in favor of Quality Circle forum of India, Nagpur Chapter payable at Nagpur
 QCFI Nagpur	PAN - AAAAQ0008P & GST No. 27AAAAQ0008P5ZF
 Beneficiary Name	Quality Circle forum of India, Nagpur Chapter
 Account No.	872220110000449
 IFSC code	BKID 0008722
 Bank & Branch	Bank of India, Rana Pratap Nagar, Nagpur
 Payment	Cheque / DD in favor of Quality Circle forum of India, Nagpur Chapter payable at Nagpur

