

Quality Circle Forum of India - Delhi Chapter

1st Announcement

Chapter Convention on Quality Concept - 2017

Theme: *'Quality Concepts creating value to the Society'*

Dear Members,

On behalf of Governing Council Members, I take this opportunity to invite you to attend the **Chapter Convention on Quality Concept (CCQC 2017)** of **Northern Region** at all the 03 locations, hosted by the global universities, i.e. :

1. **J K Lakshmi Pat University, Jaipur** - 5th Regional Convention for Rajasthan on 26th August 2017
2. **Lovely Professional University, Jalandhar** – 5th Regional Convention for Punjab, Himachal and J & K on 9th Sept 2017
3. **BML Munjal University, Gurgaon** – 28th Regional Convention for NCR on 7th Oct 2017

We are expecting Participation of **185+ organizations** & presentation of **400+ Quality Circles & Allied Concept Team**, who will share their success story in the convention at all the 03 locations.

- ❖ Case Study Presentation on Quality Concept
 - Quality Circle / Lean Quality Circle / WCM Circle / TPM Circle
 - Kaizen / Six Sigma / Poka Yoke / SMED Concept / Any other Allied Team concept
- ❖ Model Exhibition
- ❖ Skit Contest
- ❖ Essay / Poster / Poem / Slogan Competition
- ❖ Knowledge Test
- ❖ Quiz Contest (Optional)
- ❖ Technical Exhibition

This convention is being organized with the objective of attaining the Business Growth through Quality Concepts". It also supports the organizations to enhance the level of participation towards Total employee Involvement and engagement.

We recommend this convention, for nominating as many Quality Circles and Teams as possible using allied concepts & other QC events so as to have stronger exposure of this concept at your organization. We shall be grateful if you could be instrumental in bringing delegation from your organization to participate in this convention in large numbers.

I hope you will take full advantage of this unique opportunity.

With best wishes,

Ravi Kumar Pisipaty

Chairman- QCFI (Delhi Chapter)

A. Brief Details about Events

1. Case study Presentation

Case Study registered in chapter convention will be scheduled for presentation in parallel sessions. The official language for presentation will be Hindi or English. Team should have their own power point presentation either in Hindi Or English. The entire presentation, including translation will have to be completed within the stipulated time limit of 15 minutes & 3 minutes Question answering & 2 minutes for Change over.

Presentation for allied Concept will be conducted in separate Hall & there would be separate criteria for each concept

Participation for Rajasthan Region, All the Organization are requested to submit their case studies on Or before 19th August 2017 to QCFI Delhi Sub Chapter Jaipur , Plot No D-4, Perm Nagar , Jhotwara, Kathipura Road, Jaipur – 302012(Rajasthan).

Participation For Punjab/HP & J & K Region, All the Organization are requested to submit their case studies on Or before 01st Sep 2017 Quality Circle Forum of India-Delhi Chapter Office no 408 /409, 2nd Floor, Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR

Participation for NCR Region, All the Organization are requested to submit their case studies on or before 26th Sep 2017 Quality Circle Forum of India-Delhi Chapter Office no 408 / 409, 2nd Floor, Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR

2. Model Exhibition

Those Circles, who will bring their model for display during presentation, will be allowed to present their model for 15 Circles on first come first served basis. Preference will be given to the team who has paid their Registration fees earlier. During model display, at least 2 members should be present for explaining the model.

A banner should be displayed showing the Circle Name, Organization Name, theme of the Project & Project Title. The Judge will visit the stall without informing & best 03 models will be awarded on 26th Aug 2017, 9th Sep 2017 & 07th Oct 2017 respectively in the Award Session.

3. Skit Contest

The theme of skit contest has to be related to our Convention theme **“Quality Concepts are creating value to the Society”**. Each skit should be completed in 10 minutes & 5 minutes are allotted for changeover.

Interested group are requested to send their skit on or before 10th August 2017 for Rajasthan Region/ 21st August 2017 for Punjab, Himachal and J &K Region /21st Sep 2017 for NCR Region to the Chairman at QCFI Delhi Chapter. Best 02 will be selected for competition to be held on 26th Aug 2017/9th Sep 2017/07th Oct 2017 respectively.

4. Essay / Poster / Poem / Slogan Competition

An Essay / Poster / Poem / Slogan Competition will be based on Convention theme. Essay should not exceed 500 words. Interested QC member / delegate may send their entries with name & address either in Hindi Or English. Poster will be in A2 size (420mm * 494 mm) art paper. Selected entries will be given certificates and a memento who will attend the convention.

Interested group are requested to send their Essay / Poster / Poem / Slogan on or before 10th August 2017 for Rajasthan Region/ 21st August 2017 for Punjab, Himachal and J &K Region /21st Sep 2017 for NCR Region to the Chairman at QCFI Delhi Chapter. Best 02 will be selected for competition to be held on 26th Aug 2017/9th Sep 2017/07th Oct 2017 respectively.

5. Knowledge Test

Knowledge test is compulsory for all the team members. It will be held on 26th Aug 2017/9th Sep 2017 & 07th October 2017 Separate question paper for QC, 5'S', Lean QC & allied concept will be given.

6. Quiz Contest

Quiz contest will be optional for the team attending the convention. This is the two-stage contest. Those who are interested to participate can register their team. Only 10 circles will be allowed for which teams have to pre-register on one first come first served basis. Preference will be given to the teams who have paid the Registration Fees earlier.

7. Technical Exhibition

Technical exhibition considering mega gathering of Technocrats from various industries, i.e. mining, iron & steel, power, Cement, fertilizers, Automotive, Manufacturing, Textile, Food, Petro Chemical and service sector etc. All the leading equipment manufacturer, technology suppliers, experts, It service providers & technical book publisher etc. are invited to participate in the technical exhibition to highlight their advancement in their products, solutions & services. There are limited stall hence allotment will be done strictly on first come first service basis. Lucky winner from each stall will be declared during valediction with a special gift.

B. Evaluation Criteria

Quality Circle / Allied Concepts

- Case study pre-evaluation - 55 marks

- Knowledge Test - 20 marks
 - Case Study Presentation - 25 marks
 - MOM / Record Book - 10 marks (directly considered in NCQC for Quality Circle, not in CCQC)
- Total - 100 marks**

C. Support for Member Organizations

To support member organizations, we have also planned **Refresh Program** for 01 day to enhance knowledge of QC tools & techniques for Coordinators & Participants at respective locations subject to confirmation from the participating organizations.

The interesting member organization is requested to confirm their participation per return mail. Also fill their Registration Form & send your payment through a **Cheque/RTGS/NEFT/IMPS for Rs 1500/- per participant, drawn in favor of "Quality Circle Forum of India Delhi Chapter "** along with registration form immediately (latest by **17th August 2017** for Rajasthan Region, **01st Sep 17** for Punjab, Himachal and J & K Region and **23rd Sept 17** for NCR).

D1. Convention Venue for Rajasthan Region

J K Lakshmipat University

Mahapura, Near Mahendra SEZ, Ajmer road, Jaipur- 302026, Rajasthan

Date: 26th August 2017





D2. Convention Venue for Punjab/Himachal /J & K Region

Lovely Professional University

Jalandhar - Delhi G.T. Road, Phagwara, Punjab 144411

Date: 9th Sep 2017



D3. Convention Venue for NCR Region

BML Munjal University

67 KM Milestone, Gurgaon, Haryana 122413

Date: 7th Oct 2017



E. Who can participate in the Convention?

- A. Quality Circles consisting of grass root level employees of an organization. Executives / officers cannot be members of these Quality Circles.
- B. Quality Improvement Teams, Small Group Activity (SGA) Teams, Cross Functional Teams consisting of Officers and Executives using various quality concepts viz. TPM, Five-S, Kaizen or Group Kaizen, Six Sigma, Poka Yoke, BPR and SMED etc. presentation by such groups will be evaluated under Special Category. Quality Circles consisting of grass root level employees of an organization. Executives / officers cannot be members of these Quality Circles.

F. Rules for participating teams

- 1 Only organization having institutional members of QCFI are eligible to nominate Quality Circles and teams related to allied concepts in CCQC and NCQC. If an organization is not member of QCFI please take Institutional membership before nominating QCs and teams.
- 2 Presentations time allotted is 15 minutes. After that 3 minutes are for question and answer session.
- 3 The presentations can be made either in Hindi or English.
- 4 The case studies should pertain to the period between **1st June 2016 to 31st July 2017**.
- 5 Presentation at the conventions will be on Multi-media. QCFI will only arrange Power Point 2003 or 2007 or 2010. In case teams are using any other software they should take care of necessary arrangements. Teams need to bring Hindi font copied in a CD to upload before presentation.

- 6 Maximum marks for Pre-evaluation of QC Case Studies and Special Case Studies are 70 and for Oral Presentation during convention maximum marks are 30.
- 7 Participating organizations must send hard copy for pre-evaluation through courier and soft copy of presentation for uploading in the computer (In case presentation is in Hindi please sending the font in CD).
- 8 Organizations nominating Quality Circles should compulsorily send their Minutes of Meeting record book for evaluation. The marks obtained will be added during NCQC-17.
- 9 All teams scoring 60% and above from each area will be recommended to participate in NCQC- 2017 to be held at JSS Science and Technology University (JSS IT Campus, Manasagan gothri Mysuru – 570006 Karnataka India.

Imp Note:-

- Any number of teams can be nominated.
- Use Registration Form No. 1 for QC team and No 2 for delegates or additional members use

You are requested to send required participation fee through **Cheque/RTGS/NEFT/IMPS drawn in favor of "QCFI Delhi Chapter"** along with registration form, QC Minutes record book, hard copy or Soft copy of presentation (In case presentation is in Hindi please do send the font in CD) at the following address:

Quality Circle Forum of India-Delhi Chapter, 408~409,2nd Floor, Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR

E-mail: qcfidc2002@yahoo.co.in, qcfidc@gmail.com, qcfijpr@yahoo.in,

Name Bank: ICICI Bank Ltd, SCO 18~19 , sector 14,Huda Shopping Centre Gurgaon (HR).

- Account Number :002101053836
- IFSC Code: ICIC0000021
- Our PAN is: -AAAAQ0008P
- SAC No:-999293
- GSTIN/UIN No:-06AAAAQ0008P1ZN

(No refund will be made for cancellation. However, replacement is allowed)

Over all Registration & Participation Related Query, details are:

1. **Quality Circle Forum of India-Delhi Chapter, 408 / 409, 2nd Floor, Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR**
2. **Sub Chapter Office of Rajasthan Region, D-4 Prem Nagar, JHOTWARA , JAIPUR 302012, (RAJ)**

Mr. Ashwani Singh Chauhan, Head Marketing & Member Support, Mob No: 9911394710 / 9312394710

Mr. Sapan Sharma, Sr Marketing & Member Support, Mob No: 8263852266/9310909140

Mr. Himanshu Sharma, Finance Executive, Mob No: 9654075782/9911598909

CCQC – 2017 Registration Fees Structure

SI.NO	Description	Rajasthan Region Registration up to 17 th Aug 2017		Rajasthan Region Registration Before 17 th Aug to 25 th August,17	
		Punjab, Himachal & J & K Region Registration up to 30 th Aug 2017		Punjab, Himachal & J & K Region Registration Before 30 th Aug 2017 TO 8 th Sep 2017	
		NCR Region Registration up to 25 th Sep 17		NCR Region Registration Before 25 th Sep 17 TO 5 th Oct 2017	
		Institutional Membership		Institutional Membership	
		Annual	*permanent	Annual	*permanent
1	Quality Circle (Six members which including Guide or Facilitator)/SGA Team/SIT/ CFT etc	18650.00+GST T	18150.00+GST	19650.00+GST	19150.00+GST
2	Team of Allied Concept (up to 3 Members) kaizen,/poke yoke/six sigma/TPM/5S/SMED /Lean/QC/CFT/ SIT/ any improvement projects etc.	11500.00+GST T	11000.00+GST	12500.00+GST	12000.00+GST
3	Delegates or Additional member in QCs or Teams	3000.00+GST	2500.00+GST	3500.00+GST	3000.00+GST
4	Engineering / Management College Student/School's /Life Member of QCFI	2000.00+GST	1800.00+GST	2200.00+GST	2000.00+GST
5	Quality Circles Case Study/ Engineering Students Lean Projects.	8500.00+GST	8000.00+GST	9000.00+GST	8500.00+GST
6.	Industrial Visit	500.00 + GST	500.00 + GST	800.00 + GST	800.00 + GST

Goods & Service Tax @ 18%, GST at the rate applicable will be charged.

Quality Circle Forum of India-Delhi Chapter 408/409,2ndFloor,Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR			
Chapter Convention on Quality Concept-2017 Team Registration Form			
Quality Circle/Team Name:			
Participating at	Rajasthan Region 26th Aug 17 17172017	Punjab/HP/J&K Region 9th Sep 17 17172017	NCR Region 7th Oct 17
Organization:			
Membership No.*: <i>*Please take Institutional membership of QCFI before nominating teams for CCQC - 2017</i>			
Full Address:			
Phone:			
Sr. No.	Name of Participants	Company Designation/ Responsibility in QC like Member, leader, Guide, Facilitator, Coordinator	
1			
2			
3			
4			
5			
6			

7		
<p>Enclosed please find Cheque/RTGS/NEFT/IMPS for Rs. _____ dated _____ Drawn in Favor of "QUALITY CIRCLE FORUM OF INDIA–DELHI CHAPTER" Payable at Delhi / Gurgaon Favourof "QUALITY CIRCLEFORUMOFINDIA–DELHICHAPTER" Payableat Delhi/Gurgaon</p>		
Signature of Authorized Signatory		
Name/Designation		
Contact No.		
E-mail		

Quality Circle Forum of India-Delhi Chapter

408/409,2ndFloor,Ganapti Arcade,Gurudawara Road Guragon -122001 HR

Chapter Convention on Quality Concept-2017

Delegates Registration Form

Organization:

Participating at	RajasthanRegion26 th Aug17	Punjab/HP/J&KRegion9 th Sep17	NCR Region7 th Oct17
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MembershipNo.*:

**Please take Institutional membership of QCFI before nominating teams for CCQC - 2017*

Full Address:

Phone:

No.	Name of the Delegate	Company Designation
1		
2		
3		
4		
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Enclosed please find Cheque/NEFT/RTGS/IMPS for Rs. _____dated _____
Drawn in Favor of "QUALITY CIRCLE FORUM OF INDIA-DELHI CHAPTER"
Payable at Delhi/Gurgaon

Signature of Authorized Signatory

Name & Designation	
Contact No.	
E-mail	

Quality Circle Forum of India-Delhi Chapter 408/409,2ndFloor,Ganpati Arcade, Gurudwara Road Gurgaon -122001 HR			
Quality Circle Forum of India-Delhi Chapter 408/409,2ndFloor,Ganapati Arcade, Gurudwara Road Gurgaon -122001 HR			
Chapter Convention on Quality Concept-2017 A Workshop for the Benefit of Quality Concept Teams			
Organization:			
Participating at	Rajasthan Region 17thAug17	Punjab/HP/J&K Region 01st Sep 17	NCR Region 23rd Sep 17
MembershipNo.*: <i>*Please take Institutional membership of QCFI before nominating teams for CCQC - 2017</i>			
Full Address:			

Phone:		
No.	Name of the Participants	Designation/Coordinator/Facilitator
1		
2		
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4		
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7		
<p>Enclosed please find Cheque/NEFT/RTGS/IMPS for Rs. _____dated _____ Drawn in Favor of "QUALITY CIRCLE FORUM OF INDIA-DELHI CHAPTER" Payable at Delhi/Gurgaon</p>		
Signature of Authorized Signatory		
Name & Designation		
Contact No.		
E-mail		