

# 4<sup>th</sup> Virtual Competition

**KAIZEN, POKA - YOKE, SMED  
& LOW COST AUTOMATION**



**On - Friday 12<sup>th</sup> April and Saturday 13<sup>th</sup> April 2024**  
**From 9:30 am to 5:30 pm**

**Organized by**

**Quality Circle Forum of India,**  
**Mumbai Chapter**

B/603, Oxford Chambers, Saki Vihar Road, Andheri East,  
Mumbai - 400 072 Tel - 022 20888775  
Email - qcfimc@yahoo.co.in Web - qcfimc.com



## Introduction

### Season's Greetings!

After having successfully organizing the 3rd Virtual Kaizen Competition - 2023 in May 2023 with overwhelming response, QCFI Mumbai Chapter continues to support organisations in their continual improvement journey by conducting the **4th Virtual Kaizen Competition - 2024** in April 2024. In these challenging times it is important to reduce losses and wastages. Many organizations started to focus on loss and wastage reduction, Changeover/ Setup Time reductions, Elimination of defects, adapt to Automation at No or low cost.

To encourage organisations, we have planned our 4th Virtual Competition on **KAIZEN, SMED, POKA - YOKE, LCA (Low Cost Automation) on Friday, 12<sup>th</sup> and Saturday, 13<sup>th</sup> April 2024.**

## Objectives

- ❁ To give opportunity to employees to showcase their creativity
- ❁ To Encourage/motivate workforce by Rewards & Recognitions
- ❁ To have common platform for exchange of ideas and learnings through mutual interactions
- ❁ To create positive environment in organization

- ❁ **KAIZEN** Kaizen is everyday improvement—every day is a challenge to find a better way of doing things. It needs tremendous self-discipline and commitment. It involves making small, incremental changes to processes on an on-going basis. The philosophy encourages involvement from all employees in identifying and implementing improvements
- ❁ **POKAYOKE** Poka Yoke is a Japanese phrase that means error prevention. It was developed in the sixties of the previous century by Shigeo Shingo from Japan. The method is used to prevent defects and resolve them during the production process in industrial engineering, eliminating human Quality Control after the process.
- ❁ **SMED** It involves identifying and eliminating any unnecessary part of the changeover process. When a piece of manufacturing equipment needs to be replaced, the changeover time can lead to costly, unexpected downtime. SMED is an essential part of lean manufacturing that can lower waste, boost productivity, and reduce costs within a process.
- ❁ **LCA** Low cost Automation does not mean basic or poor performance control. In dynamic manufacturing landscape, the adoption of LCA is reshaping industry norms, introducing economically viable automation solutions to streamline processes, reduce manual intervention, and elevate overall efficiency.

## Guidelines

- ❁ Organizations may send any number of Kaizen / Poka-Yoke / SMED / LCA for the competition. All of them need to be completed preferably in last Financial year
- ❁ Presentation can be in English, Marathi or Hindi
- ❁ Nominations to be sent through email, [kaizencompetition@yahoo.com](mailto:kaizencompetition@yahoo.com) along with duly filled Idea Sheet and registration form. (Idea sheet and Registration formats attached)
- ❁ Last date of submitting the entries: 2<sup>nd</sup> April 2024
- ❁ Separate registration form needs to be filled for each Idea Sheet
- ❁ Organization Name, Location, Team name and team members' names must correctly be mentioned in full on the registration form and Idea sheet, so as to enter the same correctly in the e-certificate. Corrections in the certificate will not be entertained afterwards
- ❁ Presentation by all teams in the 1st round will be on Virtual Platform only
- ❁ 15 teams selected from 1st round of Virtual presentations will be eligible for presenting at a physical competition at a nominal registration fee to compete for the prestigious Kaizen Champion and Runner up Trophy. The date and venue of this competition will be intimated well in advance of the physical competition
- ❁ Date, time slot and link of Virtual Presentation will be informed by **10<sup>th</sup> April 2024**
- ❁ **Virtual competition will be held on 12<sup>th</sup> and 13<sup>th</sup> April 2024**
- ❁ **Soft copy of case study in power point format should be 25 mb maximum**
- ❁ **Please note, video recorded presentations will not be accepted**
- ❁ Presentation time will be **7** minutes and **3** minutes for Questions and Answers.
- ❁ Content Flow in the PPT will be similar to the titles of **IDEA SHEET** in **DMAIC** format
- ❁ Results of the competition will be informed to the respective organizations on or before 20<sup>th</sup> April 2024
- ❁ Results of the physical competition will be declared on the same day at the valedictory functional competition

## Registration

Category	Registration Fees (Rs.)
❁ Case study from organizations	Rs. 3,500/- + GST For each case study
❁ Organizations participating with three or more Teams	Rs. 2,500/- + GST For each case study
❁ MSME Teams	Rs. 2,000/- + GST For each case study
❁ Students & Educational Institutes	Rs. 1,000/- + GST For each case study

## Award & Recognition

- ❁ All participating teams will get Bronze, Silver and Gold Trophy & E - Certificate based on evaluation of Idea Sheet and presentation (40% marks for Idea Sheet and 60% marks for presentation)
- ❁ All teams winning Gold award at the Virtual Competition will be recommended to be nominated for NCQC - 2024
- ❁ Top 2 teams of the physical competition will be awarded with Kaizen Champion Trophy and Kaizen Champion runner-up Trophy
- ❁ Trophies and E-Certificates will be sent to their respective organizations

## Payment Details

Payment of Registration fee, adding GST as applicable to be paid by Cheque / DD favouring 'QCFI - Mumbai Chapter, payable @ Mumbai'

\*\* A/c No. 358 2020 100 17197 - Bank Name: Union Bank of India, Branch: Marol Naka, Andheri East, Mumbai, IFSC Code - UBIN0555843

### KAIZEN



### POKA YOKE



### SMED



### LOW COST AUTOMATION

