

*To: All Members in NR*

**19<sup>th</sup> March 2021**

## **E-Certification Program On Daily Work Management**

**Thursday, 29<sup>th</sup> April & Friday, 30<sup>th</sup> April 2021**

**Timing: - 10:00 a.m. to 1.00 p.m.**

**Online platform using WebEx**

It has been our endeavor to provide valuable services to our members. In an effort to strengthen this further, ACMA (Northern Region) is organizing an **E-Certification Program on Daily Work Management** which is scheduled for **Thursday, 29<sup>th</sup> & Friday, 30<sup>th</sup> April 2021** using **Cisco WebEx platform**.

### **Introduction and Course Overview**

Daily Management is the system that provides the ability to manage departments, functions, and processes, wherein processes are defined, standardized, controlled, and improved by the process owners. Important aspect is that the management should be done on a day-to-day basis.

With daily management at the heart of its modus operandi, an organization will be able to quickly identify deviation, start solving problems and make strategy deployment a success.

Most organizations try to realize their strategy by simply dropping goals and expectations onto the different areas and levels of the business, giving them sole responsibility for "making the numbers" and monitoring the actions they are expected to carry out.

With this approach, it is no surprise that achievements are often below expectations. Senior managers normally hold a meeting once a month to check on progress (or lack thereof), but this often turns into a finger pointing session rather than an opportunity to discuss disappointing numbers and seek corrective action.

Rushed decisions are then made to fight the fires that seem to pop up everywhere in the organization and to alleviate the situation, which many times makes the situation even worse. But why are results not achieved? Why is the strategy planning not working? What happens in scenarios like this is that the company's very sophisticated IT system (the repository of all data) doesn't allow for a real grasp of the situation and that decisions are made too late. How can anyone expect to achieve annual target under these circumstances?

## **Schedule & Topics: Day 1 - Thursday, 29<sup>th</sup> April 2021**

- What is TQM ?
- What is Hoshin Kanri ?
- What is DWM ?
- Advantages of having an effective DWM system
- PDCA
- MPCP

## **Day 2 - Friday, 30<sup>th</sup> April 2021**

- Practical session for making individual MPCPs
- Problem Solving
- CAPA
- 7 QC Tools
- RCA- Root Cause Analysis
- QC Story

## **We shall use a good mix of the following:**

- Practical Examples
- Case Studies
- Technical Videos

The participants would be exposed to real life problems and they would also be guided to prepare their individual MPCPs

## **PARTICIPATION FEE DETAILS:**

Category	Amount	GST	Total Amount
Members	Rs. 2,000/- per participant	18%	Rs. 2,360/-
Non-Members	Rs. 3,000/- per participant		Rs. 3,540/-

**Note:-** Companies has to pay the full payment in advance to register themselves for the competition through payment link given below

**Online Payment Transaction -:** <https://www.acma.in/payment-online.php>

While making the payment please put 0000 (Zero) in Tax Invoice No. column while processing for the payment. Please mail us the screen shot of the payment to cross check it.

## **Faculty - Mr. Ranjan Vasishtha B.E. (Mechanical), MBA**

Mr. Ranjan Vasishtha, a Mechanical Engineer from BITS Pillani and an MBA in also holds Diploma in Management from IGNOU.

Mr. Vasishtha comes with over 42 years of rich experience in production, production engineering, supplier and dealer up-gradation and Training of Employees at all the levels. Ranjan has proven expertise in Lean manufacturing, kaizen and 5S and has been influential in helping many companies improve quality and increase levels of productivity using Lean Manufacturing System. He is empaneled as a Lean Manufacturing Consultant with NPC (National Productivity Council) and with QCI (Quality Council of India). Both these agencies are under MSME (Micro, Small and Medium Enterprises). He has experience and exposure at both India and Global level. He has worked with clients in India, Sri Lanka, Vietnam, Bangladesh and Europe.

The Confirmations can be sent-in through the attached “Reply Form”. We look forward to the participation of member companies in large numbers.

Sd./-  
**Regional Secretary**

Encl.: 1. Annexure I - Reply Form

Circular No. ACMA/NR/2020-21/Webinar