

15th December 2020

To: All Members in Northern Region

3rd PoKa YoKe & 7th SMED Competition

(Mistake Proofing & Single Minute Exchange of Dies Competition)

9.30 a.m.: Tuesday, 9th February 2021

Virtual on Cisco WebEx Platform

As you are aware, a **PoKa-YoKe** is any mechanism in any process that helps an equipment operator avoid (Yokeru) mistakes (Poka). It's purpose is to eliminate product defects by preventing, correcting, or drawing attention to human errors as they occur. The concept was formalized, and the term adopted, by Shigeo Shingo as part of the Toyota Production System.

Furthermore, **Single Minute Exchange of Dies (SMED)** is one of the many lean production methods for reducing waste in a manufacturing process. The approach of SMED / Quick Changeover is applicable, not only to manufacturing processes but also to other Non-Manufacturing Processes, such as Store - Inventory Processes, Logistics etc. It provides a rapid and efficient way of converting a manufacturing process from running the current product to running the next product. This rapid changeover is the key to reduce production lot sizes and thereby improving flow (Nagara).

In view of safety of the participants and to avoid the infection and spread of Covid-19, this year's Competition is being organised "Online" by ACMA.

I am pleased to advise that ACMA Northern Region organizing the **3rd PoKa YoKe & 7th SMED Competition** on **Tuesday, 9th February 2021** from **9.30 a.m. onwards**.

In order to sustain the competitive environment, Organizations have to keep on improving their processes and systems, to achieve continuous improvement. Day by day cost pressures are building up and to compensate these pressures, everybody is trying in some way or the other to reduce these cost pressures. SMED is a technique, which can help us to deal with the cost pressures, by reducing waste.

SMED is an approach to overcome losses, due to changeovers. The method has been developed in Japan by Shigeo Shingo, and has proved its effectiveness in many companies, by reducing changeover times from hours to minutes.

The objective of the competition is to help companies witness actual case studies from various companies, to reduce their Non-Value added activities on a larger extent.

Broad Program:

This program will be conducted in two different streams

- a) PoKa – YoKe Competition
- b) SMED Competition
- c) Best teams will be decided by the team of Jury members from OEM companies and the Winners will be announced at the Valedictory Session and the Trophy and Certificate will be sent to companies.

<u>Winners</u>			
PoKa-YoKe Winners	First Position	Second Position	Third Position
SMED Winners	First Position	Second Position	Third Position

Registration & Participation Details at PoKa - YoKe & SMED Competition

Members can participate at the competition, in the following manner:

- A] Participation at Competition as a PoKa-YoKe (or) SMED Team and make the Competitive presentation.
- B] Sponsorship for the Competition.

A] Participation as a 3rd PoKa-YoKe & 7th SMED Team

- ◆ ACMA Member Companies only will be eligible to make the presentation

Particulars	Charges to participate at 3 rd PoKa-YoKe Competition	Charges to participate at 7 th SMED Competition	Team Details
ACMA Member Companies	Rs. 3,500/- + 18% GST = Rs. 4,130 per team	Rs. 3,500/- + 18% GST = Rs. 4,130 per team	Total 3 members can participate in a team
Participation as Observer / delegate	Rs. 1,000/- + 18% GST = Rs. 1,180/- unlimited Delegates	Rs. 1,000/- + 18% GST = Rs. 1,180/- unlimited Delegates	Unlimited Delegates

Eligibility Criteria for Participation at the competition as a Team

- ACMA member companies only will be eligible to make the Presentation at the Competition
- Companies with no dues to ACMA, such as Membership Subscription payment will only be eligible to participate.
- Presentation will include Photographs and Videos. Presenters may bring models / small parts as a support for presentation.

- Case study can be presented by maximum of 3 members in the team. Presentation can be made either in English or in Hindi language.
- Time allotted for presentation is 10 Minutes for one case study presentation, followed by 3 Minutes Question time for Juries and 2 minutes for changeover. Overall 15 minutes.

B) Sponsorship for the Competition:

A special package for membership has been worked out for **Co-Sponsoring this event to the tune of Rs. 25,000/- Only**. The benefits that will accrue to the Co-Sponsors are:

1. Nomination of Two teams for the Contest.
2. Will get branding opportunity at the Contest by way of display of Company Name /Logo online during changeovers and breaks.
3. Unlimited Delegates to witness the Contest online.

May we request the member companies to take advantage of this opportunity and confirm their participation immediately by over E-mail (**Reply Form_1**). The Confirmations along with the other necessary details can be sent-in through attached "**Detailed Reply Form_2**".

We look forward to your continued support and active participation.

Sd../-
Regional Secretary

Enclosures: Annexure I – Reply Form_1
Annexure II – Detailed Reply Form_2