



12th Regional Kaizen Contest (Virtual)
18th December 2020

Eligibility Criteria & Guidelines for participation

- ACMA member – Companies with no dues to ACMA will only be eligible to participate.
- Only Engineering Kaizen(s) with innovation should be presented.
- The Kaizen proposer-cum-implementer should ideally be an Engineer/ Diploma Holder.
- Case Study can be presented by maximum 3 team members. Presentation to be made in English language.
- Focus should be on Productivity, Quality, Cost, Delivery and Safety.
- Should have used higher level of tools (please avoid using the 6 Sigma Tools).
- Saving in terms of value, process improvements, product, costs (cost in terms of energy, tooling, etc.), accidents, etc.
- Presentation should preferably have a video clipping of before and after. Presentation may include photographs also. Presenters may show on screen, Parts models/ small parts to support their presentation.
- Kaizens' involving expenditure of huge capital will not be accepted.
- Time allotted to each Kaizen Team presentation is 10 minutes. Break-up would be 7 Minutes – presentation, 3 minutes – Q & A.
- Kaizen Sheet & Presentations should be made preferably in the format provided by ACMA for standardization.
- The Kaizen sheets and presentations should reach ACMA not later than, December 07th, 2020. The Contest being online, ACMA has to share all the presentations with the Jury prior.
- Juries have decided to give weightage to presentations reaching on time. For

presentations reaching after deadline will not be awarded this weightage.

- Scores will not be shared with teams/individuals.
- 3 Winners from each area will be awarded.
- Please note that over all best three winners decided by Jury (irrespective of the position attained or stream, in the Regional Contest), would be eligible to participate at the National Level Contest.
- Jury's decision would be final and cannot be challenged or questioned. ACMA will not entertain any questions in this regard.
- Kaizens not more than one year old & not presented in any other forum / Contest should be presented.

Key Points :

- The Contest would be organized in WEBEX Digital platform.
- Time slots would be assigned to each team for participation that would be communicated one day prior to the event, to the participating teams.
- Companies have to ensure good internet connectivity on the day of the event for smooth functioning of the Contest.
- The Team would have to install the required application on their laptop and share the screen for making their presentation, with their camera option on .
- Winners would be announced in an online valedictory session on the 18th December 2020.
- The Team would have to necessarily log-in with the Name & Company Name only.