

(By E-mail only)

19<sup>th</sup> October, 2022

**To: All Members in Northern Region**



**Last date to submit Kaizen sheet- Friday , 2<sup>nd</sup> Dec, 2022**

Realizing Profitability through Kaizens.....

## **8<sup>th</sup> Kaizen Contest**

**Friday, December 9, 2022: 0900 hrs.**

**Venue: ICAT Convention Centre, Sector 11, IMT Manesar,  
Gurugram, Haryana 122051**

Kaizens have been proved to bring about quantum benefits to the company and employees whilst simplifying processes, eliminating waste, saving costs and other intangible benefits. The benefits of Kaizens are realized only on unleashing its power at all levels and all areas of work.

I am pleased to advise that ACMA Northern Region is organising the **8<sup>th</sup> edition of Kaizen Contest on Friday, December 9, 2022**. The event will be held at ICAT Convention Centre, Sector 11, IMT Manesar, Gurugram, Haryana 122051 (Haryana).

This contest aims at showcasing the breakthrough Kaizens done at various companies by the Junior and Middle Management level personnel. Kaizen philosophy underlines many Japanese management concepts such as Total Quality Control, Quality Control Circles, Small Group activities, Labour relations. Key elements of Kaizen are quality, effort and involvement of all employees, willingness to change and communication. The Kaizen method consists of 5 founding elements:

***Teamwork / Personal Discipline / Improved Morale / Quality Circles / Suggestions for Improvement***

This competition will not only give opportunity to understand the philosophies, listen to companies who have successfully developed it as a culture but also provide a competitive arena to witness and share the best Kaizens implemented.

**Engineers/Diploma Engineers** from member companies of ACMA who have worked on Kaizens with Innovation and with minimal capital investments would be making presentations at this Contest. The presentations being made at this contest would focus on Quality, Cost & Delivery.

**Registration Details for Kaizen Contest (For Members having plants based in Northern Region Only)**

- ◆ Member Companies from the plants based in Northern Region can join the Contest
- ◆ Rs.10,000/- + 18% GST (Rs.11,800) per Kaizen team (total 2 members per team only)
- ◆ Rs. 3,000/- + 18% GST (Rs. 3,540) per delegate who wants to be an observer at the Contest.
- ◆ Companies with no dues to ACMA like Event outstanding, Membership Subscription for 2022-23 will only be eligible to participate.

**Sponsorship options for the Contest:**

<b>Principal Sponsor Rs. 35,000/-*</b>	<b>Associate-Sponsor Rs. 30,000/-</b>	<b>Co-sponsor Rs. 25,000/-</b>
Entry of 2 Kaizen Team presentations at the Regional Competition.	Entry of 2 Kaizen Team presentations at the Regional Competition.	Entry of 1 Kaizen Team presentation at the Regional Competition.
Branding Opportunity at both the <b>Northern Regional &amp; National Kaizen</b> competitions -Company logo on the backdrop of the competitions.	Branding Opportunity at the <b>Northern Regional</b> Kaizen competition only- Company logo on the backdrop of the competition.	Branding Opportunity at the <b>Northern Regional</b> Kaizen competition only- Company logo on the backdrop of the competition.
Branding opportunity at the National Kaizen Competition by way of logo in Flyer & Backdrop.	-	-

\* **For Principal Sponsorship:** Two invoices would be issued, Rs. 20,000/- would be from ACMA NR office and Rs. 15,000/- from ACMA regional office towards National Kaizen sponsor.

*To support the Kaizen movement, we invite contributions from member companies as sponsors for the event. Details of the same are stated above for members' information.*

The Tentative Program, Guidelines for participation, Kaizen Format Sheet and Reply Form are attached. If there are no Kaizens to share, you may nominate observers (delegates) for the program who can take away some of the best examples for implementation at your work place.

We look forward to the participation of member companies in large numbers.

Sd./-  
Regional Secretary

Encl.: 1) Kaizen Format Sheet  
2) [Reply Form](#)  
3) Guideline

Circular No: ACMA/NR/2022-23/14



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**Venue: ICAT Convention Centre, Sector 11, IMT Manesar,  
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### **TENTATIVE PROGRAM**

<b>TIME</b>	<b>PROGRAMME</b>
0900 hrs.	Registration
0930 hrs.	Inaugural Session <ul style="list-style-type: none"><li>➤ Welcome Address</li><li>➤ Announcement of Guidelines &amp; Rules</li></ul>
0945 hrs.	Presentations by Kaizen Teams
1130 hrs.	Tea / Coffee Break
1145 hrs.	Contest Continues
1300 hrs.	Lunch
1345 hrs.	Contest Continues
1545 hrs.	Tea Coffee Break
1630 hrs.	<b>Valedictory Session</b> <ul style="list-style-type: none"><li>◆ Welcome Remarks</li><li>◆ Address by Chief Guest</li><li>◆ Announcement of Results &amp; Awards Ceremony</li><li>◆ Vote of Thanks</li></ul>



(Northern Region)



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Venue: ICAT Convention Centre, Sector 11, IMT Manesar,  
Gurugram, Haryana 122051

### Guidelines for Participation

- a) A 2 member team from ACMA Member Company can compete.
  - b) Only Engineering Kaizen(s) with innovation should be presented.
  - c) The Kaizen proposer-cum-implementer should be an Engineer/ Diploma Holder.
  - d) Focus should be on Quality, Cost & Delivery.
  - e) Should have used higher level of tools (please avoid using the 6 Sigma Tools).
  - f) Savings in terms of value, process improvements, product, costs (cost in terms of energy saving, tooling, etc.).
  - g) Presentation should preferably have a **video-clipping of before & after.**
  - h) Kaizen **not more than two years old.**
  - i) Kaizen presentation in Power Point, should not be more **than 5 minutes.**
  - j) Kaizen Sheet & Presentations should be made in the format provided by ACMA.
  - k) The Kaizen sheets should reach ACMA office not later than Friday , 2<sup>nd</sup> Dec,2022.(There will be negative impact on the evaluation marks if this is received later.)**
  - l) There will be a 2 minutes Q&A / Viva by the Jury team.
  - m) 2 minutes change-over time would be given after the Q&A.
  - n) Presentation and slide matter/text should be in English / Hindi
  - o) Companies with no dues to ACMA like Event outstanding, Membership Subscription for 2022-23 will only be eligible to participate.**
  - p) Audio-visual aids would be organized by ACMA.
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