



# Quality Circle Forum of India

## Mumbai Chapter

### KAIZEN ORGANIZATIONAL EXCELLENCE AWARDS - 2023

#### OBJECTIVES

- Encourage and motivate to adopt best practices and become role model for others to emulate
- Encourage implementation of strategies for improvement in operation standards

#### ADVANTAGES

- Reflects your commitment to Best Kaizen Practices
- Enhances your organization Status and image
- Boosts Morale of employees and Stakeholders

#### ELIGIBILITY

An opportunity for Large, Medium and Small Scale Industries of manufacturing and Service Sectors

#### ENTITLEMENTS

Prestigious Trophy to the winner in Large, Medium and Small Scale Industries



Application criteria is attached

#### NOMINATION FEES

Large Scale	- Rs. 15,000 + GST
Medium Scale	- Rs. 10,000 + GST
Small Scale	- Rs. 5,000 + GST

**Announce by**

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

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## Kaizen Organizational Excellence Awards - 2023

### Evaluation Criteria

#### ○ Employee Involvement (Marks - 30)

- ✧ No. of employees eligible to participate in Kaizen Scheme
- ✧ Number of Kaizenees
- ✧ Percentage involvement against eligibility
- ✧ Total Number of Kaizens received and Kaizens per year per eligible participant
- ✧ Number of Kaizen accepted and implemented (%)

#### ○ Reward & Recognition (Marks - 35)

- ✧ Scheme for R & R
- ✧ Number of Employees awarded during the year
- ✧ Average award per eligible employee (Rs. )
- ✧ Maximum Award paid (Rs. )
- ✧ Minimum Award Paid (Rs. )
- ✧ Numbers of Kaizen awarded for intangible benefits
- ✧ Other motivational schemes

#### ○ Results (Marks - 30)

- ✧ Saving in Rs. per eligible employee
- ✧ Average time taken in days for a Kaizen evaluation/ Reward after submission
- ✧ Number and percentage of Safety & Environment related Kaizens
- ✧ Number of Kaizen related Awards received at Zonal/National/International level

#### ○ Promotional Activities (Marks - 25)

- ✧ Number of Kaizen training per person per year
- ✧ Number of Kaizen case studies, projects nominated for external competition
  - Zonal Level (Details to be given)
  - National Level (Details to be given)
- ✧ Seminar / Conclave / Convention organized at Unit Level
- ✧ Other promotional activities if any like Kaizen Gallery / Kaizen Monthly bulletin etc.

#### ○ Sustenance (Deliverables) (Marks - 30)

- ✧ Organization Structure for improvement initiative
- ✧ Efforts for propagation and growth
- ✧ Top management commitment and visible support
- ✧ Review mechanism, frequency of review meetings
- ✧ Yearly Budget for improvement initiatives per eligible employee

**(All data to be taken for FY 2021 - 22 & 2022 - 2023)**



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## Kaizen Organizational Excellence Awards - 2023

### Write-up (Case Study)

A write-up covering details related above mentioned evaluation criteria, photographs etc and relevant data for 2 years, is to be prepared with size of 25mb maximum. The case study is to be submitted in Soft Copy format (MS Word, compatible to MS Office 2007 or higher version) to email [kaizencompetition@yahoo.com](mailto:kaizencompetition@yahoo.com) along-with the registration form before **10th May 2023**.

### About Presentation

In addition to submitting the write-up (Case Study), organizations will make a power point presentation as per following details:

- Presentation will be on Virtual Platform
- Date, time slot and link of Virtual Presentation will be informed by **20th May 2023**
- Virtual presentations will be organized on **24th May 2023**
- Please note, video recorded presentations will not be accepted
- Presentation duration will be **12 minutes** max and **5 minutes** for Questions and Answers
- Contents in the presentation will be in line with the evaluation criteria

### Distribution of the Marks

- Write-up (Case Study): 150 Marks
- Presentation: 50 Marks

Best  
Wishes