**10th ACMA (WR) Kaizen Competition**

**Guidelines for participation**

1. Members of ACMA only are eligible to participate in the competition.
2. The Kaizen can be presented as a team (not more than 3 persons in a team).
3. **The Presentations being made at this competition would focus on Quality, Cost, Delivery, Safety & Energy**
4. Should have used higher level of tools.
5. Savings in terms of value, process improvements, product, costs (cost in terms of energy saving, tooling, etc.).
6. Presentation should preferably have a video-clipping of before & after.
7. Kaizen not more than one year old & not presented in any other forum/competition should be presented.
8. Kaizens involving Expenditure of huge capital will not be accepted.
9. Kaizen presentation in Power Point, should not be more than 7 minutes.
10. There will be a 3 minutes Q&A.
11. Presentation may be in Marathi, Hindi or English. However, the slides matter/text to be in English only.
12. Final Presentation soft copy should reach at least **1700 hrs on Monday, 2nd December, 2019**.
13. Presentations reaching on time (By Monday, 2nd December, 2019) will also be part of the criteria to decide winners.
14. Audio-visual aids would be organized by ACMA.
15. Kaizen Sheet & Presentations should be made in the format provided by ACMA (One can add slides as per the time limit mentioned in guidelines.).
16. However, all Kaizens received would form part of the hand-out material in appreciation of the efforts put by the Kaizen implementer.