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**FOR MICRO & SMALL ENTERPRISE**

**(Unit level turnover <100 Crores.**

**Excludes SBUs of large corporates)**

**IMTMA - ACE MICROMATIC**

**Productivity Championship Awards 2024**

**Rules** **&** **Guidelines** **governing** **the** **competition**

**Competition open to companies engaged in the manufacture of Engineering products / Components.**

**Contestants are advised to read the following guidelines carefully before filling in the format**

* The objective of National Productivity Summit is to showcase best productivity practices in Indian manufacturing space, by sharing knowledge and experience.
* **Participation in this competition is FREE**.
* **Download and submit the entry form by logging on to www.productivity.imtma.in on or** **before 30th April 2024.** Please ensure that the file size being uploaded does not exceed 20 MB. Subsequently the hard copy of the entry duly signed and certiﬁed by the senior management should be sent to IMTMA's Bangalore oﬃce at the below address.
* There will be separate awards for Automotive and Non-Automotive sectors.
* Companies must submit Case study(s) that will showcase and highlight breakthrough achievements that have brought significant competitive advantage to the company. The case study(s) must clearly bring out the value creation and results achieved.
* While companies can send maximum of 2 entries per plant / manufacturing location, please note that only ONE best entry shall be considered for evaluation.
* **Project must have been implemented and put into regular operation for a minimum period of one year. The project start date must be after January 2020**. Entries that were submitted for the previous IMTMA Productivity championship competition must not be resubmitted. **Such entries will be summarily disqualified.**

**Note:**

* + Minor improvements, Kaizens, will not be considered. Participants are expected to submit case study(s) that have brought in significant improvements to their business.
  + Projects having application of standard products for productivity improvement / Service plugins that are commercially available will not be considered.
* Companies must submit their entry(s) strictly in the below format along with **Annexure A & B**. Entries without structured information on the case study(s) stands the risk of disqualification.
* **Udyam Registration Certificate to be attached as annexure in the last page of this document.**
* The selected case study must be presented at the National Productivity Summit 2024 scheduled on 21-22 November 2024, Pune, by a member of the Senior Management of the organization responsible for the project implementation. The presentation must be made in English language only.
* Entries will be judged by an independent jury comprising of eminent professionals, whose decision will be final. While significant weightage will be given to the conceptualization, link to business need, associated impact, value creation to stakeholders and business sustainability parameters, the other criteria for evaluation will also include analysis, determination of requirements, generation and evaluation of alternative solutions, innovativeness and the thoroughness of planning and implementation. Neither IMTMA nor ACE MICROMATIC will have any role in judging of entries. The jury reserves the right to accept or reject an entry without assigning any reasons thereof. Therefore IMTMA is not obliged to provide reasons for rejection.
* Projects may be validated onsite (physically or virtually) by the evaluation team as part of the process, if required.
* Winners will be awarded cash prizes, a trophy and a certificate. Cash prizes will be awarded to individuals / Team Members
* **Presentations can contain concepts and broad contours of the project without disclosing confidential information. Applicants are assured of the confidentiality and their IP rights.**
* IMTMA reserves the right to publicise the selected case study in their programs / website and other event promotional collaterals.

For any queries please contact:

**INDIAN MACHINE TOOL MANUFACTURERS' ASSOCIATION (IMTMA)**

@ Bangalore International Exhibition Centre (BIEC)

10th Mile, Tumkur Road, Madavara Post, Bangalore – 562 123

Abhishek (Email: abhishek@imtma.in

Mob: 9844294387, Tel: 080 66246829) or

Madan (Email: [madan@imtma.in](mailto:madan@imtma.in)

Mob: 7899437625, Tel: 080 66246711)

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| A blue logo with a book and a person's head  Description automatically generated**Indian Machine Tool Manufacturers' Association**  Head Oﬃce : 10th Mile, Tumkur Road, Madavara Post,  Bangalore – 562123, Karnataka, India.  T: 080-6624 6829 / 6624 6711 W: www.productivity.imtma.in |
| **IMTMA-ACE MICROMATIC PRODUCTIVITY CHAMPIONSHIP AWARDS 2024**  **Annexure : A**  **FORMAT** **FOR** **SUBMISSION** **OF** **CASE** **STUDY**  **FOR MICRO & SMALL ENTERPRISES ONLY**  **(Unit level turnover < Rs. 100 Crores)** |
| **Title of the Case Study:**  1. Name of company:  Address of the Plant / Site location:  Tel No.:  Turnover (in Rs. Cr)  No. of employees:  Industry sector (mandatory):  2. Name of the project leader:  Designation :  Mobile No.:  Email ID:  Alternate contact person:  Designation :  Mobile No.:  Email ID:  3. Project implementation  Start date :  End date :  Is it in continuous operation now? (Yes/No) :  **Note : Udyam Registration Certificate to be attached as annexure in the last page of this document** |
| We certify that the project described here is factually correct and is in continuous operation.  We confirm that we have read the rules and guidelines governing this competition and agree to abide by the same.  We agree to nominate a member of our senior management to make the presentation, in case this entry is short listed for final evaluation of the award.  We have no objections in IMTMA publicising our case study in their programs / website and other event promotional  collaterals.  Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Head of Company/Business Unit / Division)  Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Electronic Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| *Tick() the appropriate box(es) that best describe your Case study* | |
| **1.**  **2.**  **3.**  **4.** | **Project trigger :**  Customer drivenManagement driven        **Productivity improvement through**:  Lean / Layout Design Equipment management/ Machinery change      Quality improvement Digital Manufacturing & I 4.0      Process design / Process change Green & Clean      Any Others (Please specify) …………………    **Quality / Analytical tools:** If you have used any of the tools listed below for developing productivity improvement solutions please tick.  7 QC Tools / 8D methodology Lean Tools(3M, 5S, Polka Yoke, SMED , Etc)      Total Productivity Management(TPM) Six Sigma      Why-Why Analysis/ Root Cause Analysis Statistical Process Control (SPC)      Total Quality Management (TQM)    Others (Please specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      **Productivity improvement includes**: Enhanced output    Reduced inputs    Others (Please specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Instructions:**   * **Contestants are expected to present the case study on the following parameters within minimum of Four(4) to maximum of**  **Eight** **(8)** **A4** **size** **pages. (Apart From Annexure A & B)** * Font size should not be smaller than Arial 11. Only MS Word format is to be used. * Contestants are encouraged to include charts/ tables/ graphs/sketches/ photos / URL linked videos and other graphical illustrations to bring out the merits of their project / case study.   **Note: All sections listed below must be adequately addressed and cannot be left blank** | |
| **1.**  **2.**  **3.**  **7**  **8**  **4.** | **Your case study will be evaluated based on following criteria (as per the weightage points listed below) relative to the other entries.**  **(a) Need for the project (b) Solution generation (c) Implementation (d) Results / Impact (e) Business Sustainability (f) Resource impact (g) Business metrics (h) Scope for horizontal deployment**  **Brief description of the project.**  Please state the objectives, scope of the project, its context, and the challenges under which the project was taken up. This being a Productivity Championship contest, the principal aim must be to showcase productivity of machine/line/ Project, People, or material, or all of these combined.  **Need for the project. (10 points)**  **What made your company to take up this project? Describe in brief.**  Project triggers could be business need, customer requirement, business growth, competition, competitive advantage, need to minimize investment, manpower reduction, business benefits etc. Please list the targets that were expected to be fulfilled by the project.  **Solution generation, (What were the steps taken into consideration for planning the solution) (20 points)**  **How did you generate the solution?**  Explain how alternative solutions were designed, developed, and evaluated with analysis of data. Solutions could be engineering, technology oriented, or application of industrial engineering / statistical methods or a combination of these. |

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| **4.**  **5.** | **Implementation.**  **Describe how the selected solution was implemented. (20 Points)**   1. Explain how the project was implemented by taking all the practical challenges encountered with respect to Man, Machine, Method, Process, Technology, Etc. Including assessment of risks if any. 2. Please share the photographs of Before and After conditions linked to Process change, Technology change, Equipment change, Layout change, or any other changes.  |  |  |  | | --- | --- | --- | | Before (Pictures) | After (Pictures) | Comments | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |
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| **6.**  **7.** | **Results / Impact. (20 points)**  **Productivity Improvements**  Please show the overall impact of your project on the company – both financial and non-financial.  *(Segmented details, as applicable may be shared in a tabular column with ‘****Before & After’*** *and its Unit of measurement)* ***Graphical illustrations with 3 year data is preferable:***   |  |  |  |  | | --- | --- | --- | --- | | Mandatory parameters: | Before | After | Unit of Measurement | | 1. Productivity details: Indicate metrics that showcase the productivity gains obtained.  (Output in relation to the inputs used)- These could include reduction of material in various stages such as raw materials/ semi-finished goods/ WIP etc. that showcase efficiencies obtained |  |  |  | | 2.     Reduction of rejects and rework |  |  |  | | 3.     Quality |  |  |  | | 4.     Direct Cost or Cost per piece/unit |  |  |  | | 5.     Manpower cost (Can include direct/ indirect labour/ contract/ temp resources and man-hours & overtime if any) |  |  |  | | 6.     Delivery & Safety |  |  |  | | 7.     Safety |  |  |  | | 8. |  |  |  | | (Note: Please add any additional parameters as applicable) |  |  |  |   **Business Sustainability (5 Points):**  **Describe how this project will impact the company positively like business continuity, enhanced market share etc. by which the gains will be consolidated** |

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| **7.**  **8.**  **9.** | **Resource impact. (10 points)**  What is the impact of your project on resources? Please specify the reduction in the following resources used ( as applicable)   1. Water / Power/ Utilities such as Compressed Air 2. Consumables such as Lubricant / Coolant, etc. 3. Material 4. Reduction / elimination of pollution 5. Finances/ Working capital   *(Segmented details, as applicable may be shared in a tabular column with ‘****Before & After’*** *and its Unit of measurement)* ***Graphical illustrations with 3 year data is preferable:***   |  |  |  |  | | --- | --- | --- | --- | | Parameters: | Before | After | Unit of Measurement | | 1 |  |  |  | | 2 |  |  |  | | (Note: Please add any additional parameters as applicable) |  |  |  |   **Business metrics. (10 points)**  Please share details of the impact on the Business:   * Market share / sales volume / share of business from Customer,Customer satisfaction scores / ratings and Customer appreciation or testimonial if any.   *(Segmented details, as applicable may be shared in a tabular column with ‘****Before & After’*** *and its Unit of measurement)* ***Graphical illustrations with 3 year data is preferable***   |  |  |  |  | | --- | --- | --- | --- | | Parameters: | Before | After | Unit of Measurement | | 1 |  |  |  | | 2 |  |  |  | | (Note: Please add any additional parameters as applicable) |  |  |  |   **Scope for horizontal deployment. (5 points)**  Can the ideas, principles, concepts or techniques developed by you be implemented in other areas in your company and in similar / other industry? Give brief details with the associated impact. |