Form No.: ICQCC-2020-03

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|  | **26th. NAQC 2023, Dhaka**  **National Annual Quality Convention**  **5-S Case Study Evaluation Criteria for** | **Hall No.:** |
| **Venue: BRiCM**  **Science Laboratory, Dhaka** |
| **Date:** |
| **(Presentation time: 15 minutes + QA 5 minutes=20minutes)** | **Time:** |

**Name of the Circle : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­\_\_\_\_\_\_\_\_ Sl. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title/ Topic :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization/Company:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Sl | Evaluation Criteria | Rating Criteria | Marks Obtained |
| 1 | Objectives(5*Marks)*[*Clarification of the objectives for undertaking 5-S. Engagement of Top Level in setting objectives. How relevant is the objectives set*]. | Very Clear Vision: 05 |  |
| Moderate: 3 - 4 |  |
| Poor : 01 -02 |  |
|  | | | |
| 2 | Condition before implementation, *(05 Marks).*  [*Has data/information before implementation preserved. How necessity of implementing 5-S has been realized? Assessment of potential improvement/ gain by implementing 5-S done*]*.* | Clearly Explained: 05 |  |
| Moderate: 03-04 |  |
| Not very clear: 1- 2 |  |
|  | | | |
| 3 | Method of implementation, *(20 Marks)*[*Effectiveness of kick-off, Training, Enthusiasm of people, Audits & assessments, competition & reward,Involvement of people,Team WorkLevel of self-motivation of people, Responsibility taken by people who work at the workplace*]*.* | Highly Professional:15-20 |  |
| Moderate: 10–14 |  |
| Not well planned: 1 - 9 |  |
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| 4 | Confirmation of Effects based on facts/data: *(10 Marks)*[*Effectiveness of practicing 5-S. How beneficial was implementation of 5-S? Has the benefits substantiated by data/ information*]*.* | Most Effective: 7-10 |  |
| Moderately Effective: 4 - 6 |  |
| To some extent: 1 - 3 |  |
|  | | | |
| 5 | Standardization:*(15 Marks)* [*Has practice of 5-S became habitual or maintained as a routine or became norm?*] | Habitually Practiced: 10-15 |  |
| Occasional/ Fashion: 07 -09 |  |
| Just Started: 01 - 06 |  |
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| 6 | Advanced/ Preventive 5-S, *(10 Marks )* [*Visible efforts for improvement, preventive measures are being taken*] | Advanced/ Preventive Stage: 7-10 |  |
| Moderate: 4 - 6 |  |
| Making Effort: 01 -03 |  |
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| 7 | Engagement of top Management, *(15 Marks)*[*Leadership of the top management personnel. Monitoring by top management*] | Supervision, monitoring by top:10-15 |  |
| Some engagement exists: 07 -09 |  |
| Not seriously engaged:01 - 06 |  |
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| 8 | Use of PDCA(*05 Marks*) | Excellent Use: 05 |  |
| Visible use of PDCA: 3 - 4 |  |
| Poor: 1 - 2 |  |
|  | | | |
| 9 | Handling Question & Answer,  *(10 Marks)* | Excellent: 7-10 |  |
| Very well handled: 4 - 6 |  |
| Poorly Handled: 1 - 3 |  |
| 10 | Overall Impression of Judges: 0 -05 | |  |
|  | Total Marks obtained out of 100 | |  |

***Award category:* PLATINUM*: 86 & above,* GOLD*: 70 to 85,* SILVER*: below 70***

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| Session Chair /Judges | Name | Signature with date |
| Session Chair / Judge1 |  |  |
| Session Judge2 |  |  |
| Session Judge 3 |  |  |
| Stream Manager |  |  |