



Dear Team Windals,

Greetings for the day!

This is with reference to our yearly event “**Quest 2015 : Celebrating Quality at Windals Precision**” . This year we will be celebrating Quest all of **November & December**. The reason for this is since we have Diwali in November and also to engage our customers and employees and to ensure we build the culture of zero defect & follow best quality practices we need a lot more time & dedicated focus.

This year we have **Mr. Hemant Bilgi** who has joint us as **Head Quality : Corporate** and he will be leading the way to ensure we take Quest to the next level where we also see operational benefit. I have designed the below Quest 2015 activity overview along with him. One of the critical activities he will do is travel to each of your locations and look at the following . His travel dates are as below :

S.No	Date	Location	Remarks
1	6 <sup>th</sup> to 10 <sup>th</sup> November	Pune	
2	1 <sup>th</sup> to 21 <sup>st</sup> November	Nagpur	
3	7 <sup>th</sup> December onwards	Rudrapur	To decide on the no of days we need to connect. We are looking at 5 days per plant. However if we can combine some training 7 days should be sufficient
4	Dates to be finalized	Bhopal	

**Mr. Bilgi will look at the following during his visit:**

- 2 days audit ( Pre- work document will be sent by him by day end today)
- 2 days of training & handing over of application project
- 1 day customer visits

**List of activities : November & December 2015**

S. No	Focus	Activity	No Of days	Overview	Remarks

1	Launch	Launch : Town Hall	1.5 hrs	Customer Interaction	New Trends & Industry benchmarks in Quality
2		launch of Quality Goals	NA	Top 10 Quality Goals for Quest 2015-2016	Being Created by Hemant Bilgi
3	Training	Building Traceability in our systems	3 hrs		Training will be conducted by Mr. Bilgi
4		7 QC Tools & Six Sigma methodology : The only way to drive improvements	1 day	Training to set systems Training by Hemant Bilgi	
5		Need to transform the organization	30 min	Audio Visual	Vaibhav Vinzanekar
6		Why is it tough to sustain quality and Steps on how to make it easy	45 mins	Session for operators by Hemant Bilgi	Daily activity : Gates & Checks
7		On the job Training : Operator	.5 days / operator	Will be identified during audit	PH to identify multiple trainings. Nagpur , Rudrapur & Bhopal to replicate dexterity lab. Shiva & Jaypal to help in the process
8		Shadow Coaching	1	Where senior Quality & Production team spend one day at OEM & learn through observation	
9		Quality Tools : Focus on application / Case study based	3 hrs	Hemant Bilgi	
10		Benefits of run charts	1.5 hrs	Hemant Bilgi	
11	Know your customer series	1 hr	Sharing of customer info at all levels	Framework will be provided by Mayuri	
12	Audits	Internal Audit on Quality - prework - Data ( 2 years)	2	Hemant Bilgi	
13	Gaps Sharing	Based on audit findings	2 hrs	Hemant Bilgi	
14	Training	Methodology for Projects & Project identification & CFT		Hemant Bilgi	
15	Project	CFT to close project with sharing of before after	20 days	CFT Team of Plant	
16	Films	Screening of Leadership Talk : 1 / week : Screening followed by discussion & relevance & action points for WPPL			
17		Toyota Way to lean Leadership	60 mins	Provided by Mayuri	

		: Jeffery Liker			
18		Ted Talk : Art of innovation : Guy Kawasky	25 min	Provided by Mayuri	
19		Ted Talk: Supplier Quality Management Best Practices	1:30 mins	Provided by Mayuri	
20		Talk by Bill Peterson : Lean implemented	15 mins	Provided by Mayuri	
21		Best Supplier Selection & supply chain Practices	1 hr	Provided by Mayuri	
22		Factory Visit : Quality Team : Bench mark factory	1 day	PH to organize	
23	R&R	5 / 10 / 15 years celebration	3 hrs	Last day	
24		Vendor awards	4 hrs	Last day	
25		WPPL Innovator of the year	5 hrs	Last day	All Plants to send nominations
26		Best Quality Initiative	6 hrs	Last day	All Plants to send nominations
27		Best Quality Project	7 hrs	Last day	Based on Project Closures for Projects given post audit
28		Wppl Best Idea Award	8 hrs	Last day	Suggestion scheme to be launched on day 1
29	CSR	Jagruti : Supporting the cause of vidarbha farmers	One month h	Launched on 1st & closed on 15th December	Through customer , WPPL & Employee contribution. Mail will be released on 1st
30	Reading	Reading Series	once a week	Will be sent by mayuri/ Reading to be organized by PH . Learning's captured & shared across all plants	
31	Employee Engagem ent	Sports Day / WPPL Talent Show / Movie		To be decided at Plant	
32		Sponsoring top WPPL Junior Achievers		Mail will be sent by mayuri/ Plant to send nominations/ Scholarships will be handed over on last day	
33		Medicclaim for employees		In discussion	
34	Orgwide Initiative	Launch of WPPL : Customer Key Account Management : Quality		Mail being sent to all customers & Hemant to create Plant level : Key	

			Account management Team for Quality	
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**\* Apart from this we will publish kaizen/Innovation /Poka Yoke of the week. It is an expectation that each plant will have at least One kaizen a week in the area of maximum rework / rejection at WPPL or supplier end**

If you have planned any other activity. Request you to add to this and mail me back your Quest 2015 calendar. Quest 2015 launch will be done by sharing of all calendars and activities by me on 1<sup>st</sup> November 2015.

Attached is sheet of activity , calendar for you to fill ( based on dates convenient to you covering all activities)& investment details for you to fill in case of any expense.

Await your mail by day end tomorrow.

With warm regards,

Mayuri Dhavale

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