

## PROVISION

### on the “Transformation” projects Competition held within the framework of the “Productivity 4.0. Best practices” benchmark congress during the International Productivity Week 2019.

#### 1. General regulations

1.1. This provision defines the organizational procedure and code of conduct of the “Transformation” projects Competition, along with the main conditions and criteria for determining the winners and the laureates of the Competition.

1.2. The purpose of the Competition is to establish and scale the best practices for increasing labor productivity along with encouraging creativity in building future production systems, developing human capital and ensuring sustainable development.

1.3. The Competition will be focusing on the posters created by the participants, which should reflect the implemented projects and should be designed in accordance with the requirements of the given Provision. In addition, the actual presentation of the poster before an international jury will be evaluated and taken into consideration.

1.4. The Competition welcomes individuals, legal entities and the participants of the “Productivity 4.0. Best practices” benchmark congress, given that they have paid the conference and Competition fees.

1.5. The winners and laureates of the Competition are determined by an international jury. The composition of the jury will be announced at the grand opening of the International Productivity Week 2019.

#### 2. Competition terms, conditions and procedure

2.1. The Competition is held and supervised by the Organisational Committee of the International productivity Week 2019.

2.2. There are 3 nominations:

- KAIZEN PROJECT Competition of corporate projects dedicated to productivity and operational efficiency enhancement.
- KAIZEN TEAM Competition of programs on training and personnel involvement in the continuous improvement of the company.
- HUMAN CAPITAL Competition of projects in the sphere of popularization of technical education, children and youth’s technical creativity programs, the Industrial Tour, educational technology parks and museums.

2.3. The projects competition is held in the format of a poster session and is divided over 2 stages. The posters will be made available for the online voting and will be placed in the competition halls till October 7, 2019, 10:00 am. The posters will then be placed on the stands prior to analysing the results and announcing the winners.

2.4. The first stage of the Competition is an online voting by the conference participants through a mobile application. The deadline for the online vote submission is midnight of October 7, 2019.

2.5. The second stage of the Competition is a poster session, which includes a poster presentation before an international jury and answering questions. There are 3 min allocated for the presentation and 5 min for Q&A.

2.4. There will be one winner determined per nomination, along with the Competition laureates.

2.6. The deadline for the project materials submission is September 9, 2019.

2.7. The Competition fee amounts to 300 euros for each submitted project.

### 3. Requirements for the Competition project materials

3.1. In order to be able to take part in the Competition, the participants must submit the following project materials before September 9, 2019:

- 1) Project abstract in an argumentative form in English language (up to 700 characters, including spaces),
- 2) Applicant information: photo, company logo, brief introduction of the applicant in English (up to 300 characters, including spaces)
- 3) An electronic version of the poster in .pdf format,
- 4) An electronic presentation (up to 10 slides, 10 min max), which will be stored in the electronic library of IPW 2019.

3.2. The project materials should be sent to the Competition Commission at [ipw2019@ipaweb.info](mailto:ipw2019@ipaweb.info), mentioning the Competition in the subject of the email, in .jpg, .pdf or .doc formats.

3.3. Requirements for the poster design:

- 1) The poster should be printed in colour in A0 format (80x120 cm), the orientation may vary. The poster should be printed beforehand by the participant (unless agreed upon otherwise with the Organisational Committee).
- 2) It is recommended to consult the evaluation criteria, when designing a poster (see Section 4 below).
- 3) The visual and graphic design of the poster should be sufficient for observing from 1-1.5 meters distance.
- 4) The participant can choose to design their poster in one of the 3 official languages of the IPW 2019. The presentation should be held in the same language as the poster.

### 4. Evaluation criteria and announcement of the Competition results

4.1. The jury will evaluate the poster presentation based on the following criteria:

- 1) problem (significance, complexity, originality, relevance)
- 2) solution (elaboration, consistency, uniqueness and impact)
- 3) use of scientific and technological advances, Industry 4.0
- 4) creativity and synergy of different concepts in the project
- 5) human capital development, social angle
- 6) clarity and visual representation
- 7) consistency, timing, originality.

4.2. The jury decides on the winners and laureates of the Competition based on the results of the poster presentation, using the criteria mentioned above, as well as taking into consideration the online voting results.

4.3. There will be one winner determined per nomination, along with the Competition laureates.

4.4. The Competition laureates are defined as the participants, who are ranked right after the winners of the competition. The number of laureates is determined by the jury.

## 5. Award ceremony of the winners and laureates, publication of the Competition results

5.1. The Competition winners will be awarded with a certificate and a memorable prize. They will also be given a unique opportunity to present their projects at the final plenary session of the conference on October 8, 2019.

5.2. The laureates will be awarded with certificates.

5.3. All participants will receive certificates of participation.

5.4. The competition results will be published on the website, as well as on the International Productivity Week 2019 official materials, and will be sent out to the partners and media.

### Attachment

**Submit your preliminary application** to participate in the “Transformation” projects Competition held within the framework of the International Productivity Week 2019.

Name, company name

Contact person

E-mail

Telephone number

Indicate one of the 3 nominations: KAIZEN PROJECT, KAIZEN TEAM, HUMAN CAPITAL

The deadline for submission is August 30, 2019.

Please send your application to [ipw2019@ipaweb.info](mailto:ipw2019@ipaweb.info)

Upon receiving your application, you will be contacted by the Competition manager, and further information will be sent.