



Subject: Circular For Submission Of Posters, Poem(Hindi/English), Essay, Slogans, English/Hindi, Theme Paper For Participating In INSSAN Contests & Awards – 2019 To Be Held During 16th - 18th January, 2020 at Hotel Rang Sharda, Mumbai.

पूर्णतः सहकारी स्वामित्व
operated by Cooperatives
Paradeep Unit

Indian National Suggestion Schemes' Association (INSSAN) is organizing 30th National Convention on the theme "EMPLOYEE ENGAGEMENT- COMPETE AND GROW" on 16th and 18th January, 2020 at Hotel Rang Sharda, Mumbai for promoting continuous improvement through creative value addition.

In this regard, Paradeep Unit is organising following contests:

1. POSTER CONTEST
2. SLOGAN CONTEST in English
3. SLOGAN CONTEST in Hindi
4. POEM/JINGLE IN Hindi/English
5. ESSAY in English
6. TECHNICAL PAPER CONTEST

All employees up to D grade on roll of IFFCO are eligible to participate in this competition as per below given specifications.

From the total entries received, best 3 in each category of Posters, English/Hindi slogans, Poems, Essays, Theme Papers will be selected by an in-house committee. The best four selected entries will be sent to INSSAN for further consideration at National Level Competition.

LAST DATE FOR RECEIVING THE POSTERS, SLOGANS, POEMS, ESSAYS, THEME PAPERS - 26th October 2019 by 17.00 Hours.

Departmental & Sectional heads are kindly requested to display this circular at prominent locations so that all employees of their sections are informed.

Employees can submit their Posters, Slogans, Poems, Essays & Theme papers to the following coordinators:

Sr. No.	Contest for	Coordinators
1.	POSTER Contest	Shri J. P. Srivastava, JGM (E&S) Shri A.K.Mall, DGM (P&A)
2.	SLOGAN Contest in English & Hindi	Shri M.L.N.Murthy, J.G.M (Port & Log.) Shri N. R. Nayak, DGM (IT Services)
3.	ESSAY Contest in English	Shri P.S.Neelambaran, JGM (Instt) Shri Anupam Upadhyay, DGM (Instt)
4.	POEM/JINGLE in Hindi/English	Shri S D Sharma, JGM (Elect & Utility) Shri P.K.Jha, JGM (Mech)
5.	THEME PAPER Contest in English and Hindi	Shri P.K.Mahapatra, DGM (GE) Shri K.R.N.Murthy, DGM (NPK)

This circular has the approval of competent authority.

R.K.Pandey
Chairman, Suggestion Committee



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1. POSTER CONTEST

THEME

- To highlight one or more motivating aspect of Suggestion Scheme and it's benefits to the Organisation and employees.

ENTRIES FROM PARADEEP TO BE SENT TO INSSAN

- 3 entries

PROCEDURE

- Poster should be painted with Sketch Pen or Brush on 50 cms. x 38 cms. 130 GSM (white coloured) paper with margin of 2.5 cm from 3 sides and 5 cm from bottom.
- Only three flat colours are permitted.
- It should feature a caption in English or Hindi related to the concept painted on Poster.
- Name of employee and company name written on backside of poster.

2. SLOGAN CONTEST: ENGLISH AND HINDI

THEME

- The slogan should highlight motivating aspect of Suggestion Scheme and it's benefits to the Organisation and it's employees.

ENTRIES FROM PARADEEP TO BE SENT TO INSSAN

- 3 entries each in English and Hindi

LENGTH

- Upto Twelve Words

FORMAT

- Typewritten or legibly hand written with only one slogan per page.

LANGUAGE

- Entries are invited in English/Hindi.

Note: Name of employee and company name written on backside of slogan.

3. ESSAY CONTEST

ON THEME " EMPLOYEE ENGAGEMENT- COMPETE AND GROW"

The essay should be developed by an employee using his own ideas, views & experience focussing on the theme "**EMPLOYEE ENGAGEMENT- COMPETE AND GROW**". It should be an original creation of the employee with appropriate expression and arrangement of thoughts. The flow of content should be clear and matter interesting for reader.

PROCEDURE:

1. The essay should be limited to 3000-5000 words.
2. The essay should be typed on A4 size white colour paper with clear margins on both sides and should be typed on one side only (not back to back).
3. Language : Either English or Hindi

Note: Name of employee and company name written on backside of essay.

4. POEM CONTEST

THEME

- To highlight motivating aspects of Suggestion Scheme and it's benefits to the Organisations and employees.

PROCEDURE

- The poem will be with maximum 12 lines. The poem will describe INSSAN/ It's activities/ usefulness of suggestion scheme to employees or organization.
- It should be neatly handwritten or typed on a A4 size paper.
- The poem should be such that it can be easily made into a Jingle and easy to recite.
- It should be an original creation of the author.
- Language of the poem-Either English or Hindi.

5. TECHNICAL PAPER CONTEST

PROCEDURE FOR SUBMISSION

- Technical Papers are invited in English on the theme "**EMPLOYEE ENGAGEMENT-COMPETE AND GROW**". The Paper should be an original work of the author based on their own experience about the theme. It shall be evaluated on following parameters:
 - Theme relevance
 - Originality & creativity in developing the paper
 - Explanation of concept
 - Quality of presentation (Presentation Skills)

RULES AND CONDITIONS:

- Generally each presentation will not exceed **twelve minutes**. Actual time for presentation will be announced at the time of Convention, if required.
- No. of employees presenting one Technical Paper will be limited to two only.
- Participants may use Computer aided presentation/ projection system.
- All Paper Presenters have to present the paper personally, not exceeding 3000 words.
- The completed paper should be accompanied by an abstract not exceeding 100 words.
- Author's name and designation should be sent along with the entry.

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