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A Division of

**State Petroleum Refining &
Petrochemical Corporation (Pvt.) Ltd.**

Ministry of Production, Govt. of Pakistan.



G.P.
Tolani

TRAINING CONSULTANCY ASSIGNMENT
FOR
VDTC STAFF

FINAL
REPORT

PREPARED BY

PETROMAN

A DIVISION OF STATE PETROLEUM REFINING AND
PETROCHEMICAL CORPORATION (PVT) LIMITED - PERAC



**TRAINING CONSULTANCY ASSIGNMENT
FOR
VDTC STAFF BY PETROMAN**

1.0 BACK_GROUND :

Under an agreement with UNIDO, Petroman was assigned to provide consultative guidance for 900 man-hours of Trainers/Engineers to (a) conduct training seminars/workshops for VDTC Staff and (b) train & assist VDTC engineers in the design, development and implementation of training courses for various vendors.

2.0 PLAN_OF_ACTIVITIES :

The total assignment was divided into 4-phases as given below :

| Phase | Description of Activity |
|-------|--|
| I | Organizing & conducting Training of Trainers (TOT) workshop for VDTC Staff. |
| II | Design and development of two courses on : (i) Mechanical Testing of Material (ii) Total Quality Control |
| III | Organizing & conducting AUTO CADD (Version 10) course for VDTC Staff |
| IV | Design and development of two other courses on : (i) Machining Practices (ii) Foundry Practices |

3.0 JOBS ACCOMPLISHED :

Petroman has completed Phase IV in early March '92 but as VDTC wanted certain clarifications the final report could not be sent and hence the delay. Details of the job completed are as follows:

3.1 JOBS: PHASE I TO III :

The details about the activities undertaken in Phase I to III have already been communicated through our interim report sent to General Manager, VDTC, on August 29, 1991 vide our letter No. T.1.6/ICP - a copy of which is enclosed for ready reference.



3.2 JOBS: PHASE - IV :

3.2.1 In phase IV, two courses namely (i) Foundry Practices and (ii) Machining Practices were designed and developed under the guidance of Petroman's Senior Trainers Engr. Tayyab Shakil, Sr. Manager Technical and Mr. Moin Uddin Ali Khan, DCE, Pakistan Steel.

As Mr. G.M. Memon, Metallurgical Engineer, VDTC who was supposed to provide technical input on Foundry Practices was on long leave and Mr. Rashid Hussain who was deputed in his place had to shoulder the entire load and had limitations, Petroman was requested to provide a specialist in Foundry Practices and hence the induction of an experienced consultant having a vast experience in the field of metallurgy specially in Foundry Practices. Mr. Moin Uddin Ali Khan a Sr. Metallurgical Engineer from Pakistan Steel, was entrusted with the job to ensure development of good quality training manuals on Foundry Practices. As a result of this, some time was lost.

3.2.2 The following engineers from VDTC were deputed for carrying out Phase IV activities :

- Engr. Hasan Iqbal, Project Coordinator.
- Engr. Rashid Hussain (Metallurgical Engr) & Engr. Rashid Ali (Mechanical Engr) for course on Foundry Practices.
- Engr. Mansoor Ahmed & Engr. Shahid Varola for course on Machining Practices. Mr. Hasan Iqbal was deputed in place of Mr. Shahid Varola who had proceeded on a training assignment and was not available until the end of February '92.

3.2.3 The various activities involved in this phase were :

- Planning for the course
- Carrying out Training Needs Assessment (TNA)
- Setting Training Objectives
- Designing & Development of course material for trainees
- Designing & preparation of course materials for trainers



- Designing & preparation of practical exercises, case studies, self check quizzes and tests etc.
- Preparing course presentation transparencies etc.

3.2.4 It will be pertinent to mention here that before the actual material development commenced similar to design and development of Phase II courses, the important activity of Training Needs Assessment (TNA) was again carried out thru questionnaires and interviews. The questionnaires for both the courses were duly revised in the light of the deficiencies found during previous TNA survey. About 20 industries of vendors/component manufacturers and assemblers were visited in this connection.

The response in getting the TNA forms back from vendors was not encouraging in the sense that they were not returned promptly, hence the next step involved i.e. design of course objectives and broad course outline could not be started in time.

A total of 1000 man-hours (@ 500 man-hours per course) were invested by the concerned VDC engineers, whereas 272 man-hours (@ 136 man-hours per course) were provided by Petroman. (as detailed in Exhibit)

3.2.5 IMPLEMENTATION OF COURSES DESIGN :

Under the close supervision of Petroman, the above referred courses were implemented. The implementation of the courses designed in Phase IV will be monitored directly by VDC, themselves, as the skills related to monitoring & evaluation have been learnt by the concerned engineers.

5.0 OBSERVATIONS/RECOMMENDATIONS :

- 5.1 It is observed that after this exercise the skills of engineers concerned have been considerably improved, which will further enhance after implementation of these courses.
- 5.2 The process of development of VDC's Staff will continue as VDC has enhanced its training activities not only at its training centre but also thru offering & conducting In-House Training Courses for its vendors in public and private sectors.



- 5.3 It was observed during the design & development of courses that the concerned engineers were also performing support functions such as photocopying, word processing, cutting & pasting etc. Assistance in such areas be made available to them to enable them to concentrate on more important function.
- 5.4 The training/teaching skills of VDTC engineers which have been considerably improved should further be developed by involving them to organize and conduct courses in their field and also related to other allied fields.
- 5.5 The VDTC Engineers should further be exposed to practical environment of vendors/assemblers in order to design and develop pragmatic courses related to their fields. This would enable them to confidently deal with questions/queries raised by the participants during the course of the training.
- 5.6 Guest speakers in specialized areas only, should also be drawn from various industries to share their experiences to further enhance the quality of the courses.
- 5.7 VDTC's Staff should be given a further exposure in the following areas :
 - Presentation and communication skills
 - Time Management
 - Management of Training Function
 - Specialized Engineering Courses



TRAINING CONSULTANCY ASSIGNMENT
 FCP
 VENDOR DEVELOPMENT TRAINING CELL (VDTC)

RECORD OF RETAINERSHIP HOURS

| SL. NO. | NATURE OF ASSIGNMENT/JOB | DATE | HOURS FOR ACTUAL WORK | HOURS FOR PREPARATION AND OTHERS | CHARGEABLE HOURS | TOTAL HOURS | BALANCE | INITIALS PETROMAN | APPROVAL VDTC |
|---------|---|-----------------------------------|-----------------------|----------------------------------|------------------|-------------|---------|-------------------|---------------|
| 1 | Training Program on Training of Trainers for (TOTO) VDTC Staff Dec. 14-18, 1989 | Dec. 14-18, 1989 | 30 | 45 | 65 | 900 | 835 | | |
| 11 a) | Program Development for "Mechanical Testing of Materials" | April 22, 1990 - April 10, 1991 | 101 | 11 | 112 | 835 | 723 | | |
| 11 b) | Program Development for "Total Quality Control" | April 22, 1990 - April 10, 1991 | 101 | 11 | 112 | 723 | 611 | | |
| 11 c) | Monitoring of IQC course and preparation of evaluation report | May 13-20 1991 and July 1-7, 1991 | 26 | 24 | 50 | 611 | 561 | | |
| 11 d) | Monitoring of Mech. testing course and preparation of evaluation report | June 13 - 20, 1991 Sept 1991 | 16 | 24 | 40 | 561 | 521 | | |
| 11 e) | Training program on AUTO CAD Version 10 | Aug. 3-7, 1991 | 30 | 145 | 175 | 521 | 346 | | |
| | Preparation of interim report for VDTC | Aug. 27 - 30, 1991 | 30 | 85 | 115 | 346 | 209 | | |
| 11 a) | Development of course on Laundry fractions | May 3, 91 - Mar 5, 91, 1991 | 100 | 36 | 136 | 209 | 173 | | |
| 11 b) | Design and Development of course on Machining Technology | May 8, 91 - March 91, 1992 | 100 | 36 | 136 | 173 | 37 | | |
| | Preparation of Final Report to VDTC | | | 35 | 37 | 37 | NIL | | |

TRAINING CONSULTANCY ASSIGNMENT

FOR

VDTC STAFF

INTERIM

REPORT

PREPARED BY



**A DIVISION OF STATE PETROLEUM REFINING AND PETROCHEMICAL
CORPORATION (PVT) LIMITED - PERAC**



**TRAINING CONSULTANCY ASSIGNMENT
FOR
VDTC STAFF BY PETROMAN**

1.0 BACK GROUND :

Under an agreement with UNDP, Petroman was assigned to provide consultative guidance for 900 man-hours of Trainers/Engineers to (a) conduct training seminars/workshops for VDTC Staff and (b) train & assist VDTC engineers in the design, development and implementation of training courses for various vendors.

2.0 PLAN OF ACTIVITIES :

The total assignment was divided into 4-phases as given below :

| Phase | Description of Activity |
|-------|--|
| I | Organizing & conducting Training of Trainers (TOT) workshop for VDTC Staff. |
| II | Design and development of two courses on : (i) Mechanical Testing of Material (ii) Total Quality Control |
| III | Organizing & conducting AUTO CADD Version 10 course for VDTC Staff |
| IV | Design and development of two other courses on : (i) Machining Practices (ii) Foundry Practices |

3.0 JOB'S ACCOMPLISHED :

Out of four phases mentioned above, Petroman has so far completed 3 phases as per the following details :

3.1 TOT WORKSHOP :

A 5-day Training seminar/workshop on 'Training of Trainers' TOT for VDTC Staff was conducted from December 14 - 18, 1989. This was participated by 16 engineers of VDTC. The objective of this seminar/workshop was to enhance the professional skills of VDTC engineers in order to prepare them to effectively run training courses for their vendors.



The major skills developed were : Teaching and training techniques/methods, training needs assessment, designing training courses, implementation of training courses, communication/presentation, training evaluation/flow-up.

A total of 80 man-days (640 man-hours) were invested by VDC staff in attending TOT Workshop, whereas 65 man-hours were consumed by Petroman from total chargeable hours.

3.2 DESIGN & DEVELOPMENT OF PHASE - II COURSES :

3.2.1 In phase II, two courses namely (i) Mechanical Testing of Material and (ii) Total Quality Control were designed and developed under the guidance of Petroman's Senior Trainers M/s Kaleem Ullah Butt, Sr. Manager Technical and Tayyab Shakil, Sr. Manager Technical.

3.2.2 The following engineers from VDC were deputed for carrying out Phase II activities :

- Engr. Hasan Iqbal, Project Coordinator.
- Engr. Aslam Saeed & Engr. Mohammad Yousuf for course on Total Quality Control.
- Engr. Mohsin Pervaiz for course on Mechanical Testing of Materials.

3.2.3 The various activities involved in this phase were :

- Planning for the course
- Training Need Assessment (TNA)
- Setting Training Objectives
- Design & Development of course materials for trainees
- Design & preparation of course materials for trainers
- Design & preparation of practical exercises, case studies, self check quizzes and tests etc.
- Preparation of course presentation transparencies etc.



3.2.4 It will be pertinent to mention that before the actual material development was commenced, an important activity of Training Needs Assessment (TNA) was carried out through technique of questionnaires and interviews. About 25 industries of vendors/components manufactures and assemblers were visited in this connection.

A total of 1000 man-hours (@ 500 man-hours per course) were invested by the concerned VDTC engineers, whereas 224 man-hours (@ 112 man-hours per course) were consumed by Petroman from chargeable hours.

3.2.5 IMPLEMENTATION OF COURSES DESIGNED UNDER PETROMAN'S GUIDANCE :

Under the close monitoring of Petroman, the above referred courses were implemented.

COURSE ON TOTAL QUALITY CONTROL :

The first 3-day course on Total Quality Control was implemented on May 28 - 30, 1991. A total of 16 participants from various vendor companies, participated in this course.

This program was conducted by Engr. Aslam Saeed, Engr. Rashid Ali and Engr. Mohammad Yousaf of VDTC. A detailed evaluation report was submitted to VDTC at the conclusion of course (Copy attached as an exhibit - I). The overall rating by the participants about the course was 73.8 % i.e. good.

A total of 48 man-days (384 man-hours) were invested by VDTC engineers in organizing and conducting this course.

Petroman has invested 50 man-hours in monitoring the course and preparing the evaluation report.

COURSE ON MECHANICAL TESTING OF MATERIALS :

Similarly the other course on Mechanical Testing of Material was also implemented on June 18 - 20, 1991. It was attended by 13 participants from various vendor industries.



Engr. Shamsuddin Khatri and Engr. Mohsin Pervaiz conducted this program as faculty.

A total of 39 man-days (312 man-hours) of VDTIC engineers were consumed in this effort.

Petroman's efforts in monitoring & evaluation this course resulted in consumption of 40 man-hours.

3.3 AUTO CADD COURSE :

In the 3rd phase, Petroman has conducted another 5-day training course from Aug. 3 to 7, 1991 for VDTIC staff on AUTO CADD Version 10, participated by 16 engineers. This course was also attended by General Manager VDTIC. The need of this course was felt as lot of designing and drafting activities are required to be carried-out by VDTIC engineers themselves.

The main feature of the course on AUTO CADD was that 95 % of training sessions were conducted on computers as 'hands-on'. Eight (08) IBM PCs compatible (AT's) were provided by Petroman for this purpose.

A total of 80 man-days (640 man-hours) of VDTIC staff were consumed in this training & development activity.

Petroman has invested 175 man-hours in this assignment phase. The evaluation of this course by VDTIC staff was rated as good whereas faculty was rated as excellent.

4.0 DESIGN & DEVELOPMENT OF PHASE IV COURSES :

Phase IV is presently underway in which two other courses namely (i) Machining Practices and (ii) Foundry Practices are being designed and developed under the guidance of Petroman. A very important activity i.e. TNA is presently being undertaken. A total of about 25 industries were planned to be visited out of which 20 companies have already been visited. The remaining companies being out of Karachi, are mailed TNA questionnaires/letters for obtaining information on training needs for the courses on the machining practices and foundry practices. The details of remaining activities of Phase IV and their completion schedule is attached as an exhibit II (a). A record of total retainership hours has been shown in Exhibit II (b).



5.0 OBSERVATIONS :

- 5.1 According to the observation of Petroman's consultants, VDTC engineers were lacking in skills related to (i) design & development, (ii) implementation and (iii) evaluation of training courses.
- 5.2 It has now been observed that after this exercise the skills of engineers concerned have been considerably improved after implementation of these courses.
- 5.3 The process of development of VDTC's Staff will continue as VDTC has decided to enhance its training activities not only at its training centre but also offering In-house training services to its vendors.

6.0 SUGGESTIONS/RECOMMENDATIONS :

- 6.1 The training/teaching skills of VDTC engineers should further be developed by involving them to organize and conduct courses in their field and also related to other allied fields.
- 6.2 The VDTC staff should also be exposed to practical environment of vendors/assemblers in order to confidently reply questions raised by participants upto their entire satisfaction.
- 6.3 Guest speakers in very specialized areas only should be called from various industries to share their experiences to further enhance the impact of the courses.
- 6.4 VDTC's Staff should be given a further exposure in the following areas :
 - Presentation and communication skills
 - Time Management
 - Management of Training Functions
 - Specialized Engineering Courses

EXHIBIT - I



A REPORT ON PROGRAM EVALUATION
CONDUCTED BY VOTC

1. TITLE : Total Quality Control
2. DURATION : 3 Days (May 28 - 30, 1991)
3. TIMINGS : 0900 to 1600 hours daily
4. VENUE : Seminar Room, VOTC, Karachi.
5. PROGRAM OBJECTIVES : The program was designed keeping in view the following objectives :

THEORY :

- i To know the basic concept of Total Quality Control.
- ii To understand the role of statistics in controlling the quality.
- iii To expose the participants regarding the role of people in Total Quality Control.
- iv To acquaint participants with the importance of reliability in Total Quality Control.

PRACTICE :

- i To apply TQC system in improving product quality.
- ii To implement statistical techniques (\bar{X} , R, P, C Charts) in process control.
- iii To learn the sample techniques in incoming goods inspection.
- iv To apply reliability techniques in determining product life cycle.



6. PARTICIPANTS : The following 16 participants attended the program :
- i Mr. M. Zia-ud-din Farooqui, Nayan Dawn Motors
 - ii Mr. Abdul Aleem Soomro, Pakistan Steel
 - iii Mr. Abdul Majeed, Nayan Dawn Motors
 - iv Mr. Sadaruddin, Sind Engineering Ltd.
 - v Mr. Raisullah Khan, Siemens
 - vi Mr. Mohammad Shahid, Pakistan Steel
 - vii Mr. Zahid H. Siddiq, Pakistan Steel
 - viii Mr. Ajaz-ur-Rahim, Atlas Autos Ltd
 - ix Mr. Noon Muhammad, Dawood Yamaha Ltd
 - x Mr. Mohammad Iqbal, Siemens
 - xi Mr. M. Naeem Khan, Allwin Engineering
 - xii Syed Amir Uddin Ahmed, Domestic Appliances
 - xiii Mr. M. Nadeem, Siemens
 - xiv Mr. Abdul Qawi Siddiqi, Pak Suzuki Motors
 - xv Mr. Qamar-ul-Islam, Sing Engineering
 - xvi Syed Anshad Ali, Hinopak Motors
7. VISUAL AIDS : The following visual aids were used during the program :
- i Overhead Projector & Screen
 - ii Transparencies
 - iii Filip Chart Board
 - iv White Board & Colored Markers
8. PROGRAM MATERIAL : A comprehensive training manual, comprising 168 pages especially prepared and compiled for Vendor Development Training Cell (VDTC) under consultative guidance of PETROMAN was distributed among each of the participants. The material was very much appreciated by the participants.
9. TRAINING SCHEDULE : See Annexure - I



10. PARTICIPANT'S REACTION

: It is the policy of VOTC to have critique by the participants on a predesigned form on conclusion of the program. This time 'program evaluation form' specially designed under the guidance of PETROMAN was used. An analysis of program evaluation by the participants is enclosed as Annexure - II.

The course evaluation forms actually completed by the participants are attached as Annexure - III.

The participants were asked to complete and comment on the usefulness and the quality of the program. The salient features of their comments are :

10.1 Program Duration.

81% of the participants considered the program duration inadequate while 19% of the participants considered the program duration adequate.

31% of the participants were of the opinion that the program should be of 4 days. 50% of the participants said that the duration should still be more. 19% of the participants not responded.

10.2 Program Contents.

For The Participants :

67% of the participants were of the opinion that the Concepts of Total Quality Control and Quality Assurance, was the most useful topic included in the program. 56% of the participants considered the Role of Statistics to be the most useful topic. 25% of the participants considered the Quality Circle, Reliability and Implementation of TQC to be useful topics for them.

38% of the participants rated Reliability to be the least valuable topic. Only 6% of the participants considered each of the other topics of the program to be of least value for them.



For The Organizations :

44% of the participants were of the opinion that the Role of Statistics was the most useful topic included in the program. 38% of the participants considered the Role of People to be the most useful topic. Implementation of TQC was also considered to be another useful topic by 31% of the participants

Only 7% of the participants rated each of the topic of the program to be of least value for their organizations.

10.3 Suggested topics included in the TQC program.

In response to another question what other topics you like to be included in the program, the participants suggested the following topics to be included alongwith the presently discussed topics :

- i) Detailed discussion on Implementation of TQC, (ii) some discussion about the international standard motivation techniques, (iii) Practical examples from industry related to applications of topics discussed to make the concept more clear, (iv) Visit of different companies which are quality wise better, (v) type of quality control instruments and its importance, (vi) more practical and numerical examples for better understanding of concepts.



10.4 Program Material, Visual Aids, Admin Arrangements & Program Faculty.

Since there had been lot of efforts (about 500 man-hours) made in designing and developing the program material, the participants rated it very good.

As far as use of visual aids during the program is concerned, participants felt that there should have been more visual aids such as Video Films, slides etc. and rated it as average.

The administrative arrangements, however, were rated as very good.

The program faculty has been liked and appreciated by the participants as it is evident from the rating 7.6 out of 10. The program has been rated as useful for their respective organizations and for themselves.

11. EVALUATION OF PARTICIPANTS

- : The participants were given various quizzes during the conduct of training sessions. This technique of self evaluation at the end of each lesson was very much liked by the participants which improved their confidence to understand the concepts and knowledge imparted to them during the program.

12. PETROMAN'S OBSERVATIONS

- : Petroman's experts Mr. Kaleem Ullah Butt, Sn. Manager Technical and Mr. Tayyab Shakil, Sn. Manager Technical who sat through the entire program made the following observations in general, and regarding faculty in particular, for further improvements in future programs implementations :



- 6 -

12.1 General Observations.

1. There should have been more group participation and participants should be involved to share their experiences.
2. Questions answers sessions should have been included in the program schedule.
3. Time allocated for each session should be kept in mind while the program delivery.
4. Questions asked by the participants should have been listened carefully and answered tactfully upto the entire satisfaction.
5. More practical examples from industry could have been used to support the delivery of the material.
6. Proper learning environment in general and airconditioning of training venue in particular be kept as per requirements.
7. The participants have responded very favorably to the program. They have been found very eager to learn. A more experienced faculty having insight into the industrial setup could have made a better impact of the program.
8. Majority of the participants considered that there should be more such courses on Quality Control and other related specialized topics.



12.2 Observations regarding faculty .

Mn. Aslam Saeed.

Strong Points

1. Confidently started the session as the instructor was very well prepared.
2. Good use of A.V. Aids such as O.H. Projector and Flip Chart Board.
3. Replied the questions of the participants in a good manner.
4. Good Conclusion of the program by offering using VOTC facilities like Library, Testing of components.
5. Offered consultancy in actual development of sampling plans and others charts.

Points for Improvements.

1. Should have started with transparency rather than Board.
2. Should have involved the participants
3. Should have asked the participants about their concept of TQC and developed a consensus definition.
4. Should not loose contact with participants while writing on board.
5. Should have made more use of transparencies.
6. Speech should be a bit louder.



- 8 -

7. Use Red markers, Blue on white is not prominent
8. Adjustment of O/H projection should be done in such a way that the transparency should not be out of focus.
9. Teacher should not say "I have taken it from book" or "it is understood". Should try to answer question diplomatically or by counter questions.
10. Teacher should be careful in selection of words should not say "آپ کو سمجھ آ گیا ہے گا" should say 'having covered this' or 'having discussed this' "آپ کو پڑھایا ہے"
11. White Board should be left clean for the next teacher.
12. Time budgeting

Mn. Mohammad Yousuf

Strong Points

1. Good start by setting objectives.
2. Reviewed the previously discussed material
3. Loud enough that every participants was listening.
4. Good use of A.V. Aids such as O.H. Projection and Flip Chart Board.
5. Lecture was very well prepared.



- 9 -

Points for Improvements.

1. Blt fast - should have explained more.
2. Lack of practical examples.
3. Should involve the participants - encourage discussion.
4. Should not use the words "شاہد ابھی آپ کو سمجھ نہ آئے" say we would cover it latter as we advance in the course.
5. Posture - should stand upright not tilt or bend or rest on nostrum.
6. Clarity of writing on board. Writing in block letters will help.
7. Should not say "آپ کو سبھی آنا مشکل ہے" Should say 'it is a difficult concept'.
8. Use of colored markers
9. Communication should be a two way.
10. One side of the class was totally dormant. Teacher should encourage them by asking questions & thus contribute towards class participation.
11. Case study should have been done by participants.
12. Time budgeting



Mn. Rashid Ali.

Strong Points

1. Good start by setting objectives and informing the participants about the topics to be covered.
2. Involved participants with discussion
3. Kept session alive by practical exercise.
4. Speech was loud, clear and logical.

Points for Improvements.

1. Lack of practical examples.
2. During practical exercise Co-instructor could have been used.
3. Objectives should be in logical order.
4. Introductory knowledge should be first not the end.
5. Posture - should stand upright not rest on nostrum.
6. Time budgeting
7. Transparencies should be discussed rather than read out.

13. SUGGESTIONS

- : 13.1 The overall impact of the course which is mainly based on the rating of the speakers (which was 7.6 on the scale of 10) could still be improved if the faculty is provided an opportunity to have an exposure of practical environment in industry to confidently reply the questions raised by the participants during the program.



- 13.2 Needs assessment at the beginning of the course be done on a predesigned form and the program contents be readjusted accordingly if possible.
- 13.3 Techniques of recap & summarizing at the beginning and end of session respectively should be employed more to (i) link previously discussed material with new material and revise/consolidate the material that has already discussed & (ii) to take weaker participants along with other participants.
- 13.4 More use of audio visual aids could be made to break the monotony. Video films from Japan Cultural Centre, British Council on PACC etc. could be looked into well before the commencement of the program.
- 13.5 The seating arrangements of the participants should not be a typical class room style. It should rather be in U or V shape i.e. a seminar style to make the participants more convenient to discuss with each other and share their experiences. Additionally, the screen be shifted in the center.
- 13.6 Timings of the sessions should be more closely followed according to the predetermined program schedule.
- 13.7 A periodic feedback (preferably on quarterly basis) from the individual industries of the participants be taken to assess how far the participants are applying the skills learnt during the program.
- 13.8 Based on the feedback the repeat course be modified accordingly.



- 12 -

14. COMPLIMENTS

: Petroman compliments PACO - VOTC in general, and Mr. Ramzan Ali Khawaja, General Manager, VOTC in particular, for taking keen interest in training and upgrading the teaching skills of their engineers, it is appreciated that the management has considered Petroman for providing consultative guidance to VOTC staff.



PROGRAM SCHEDULE

TOTAL QUALITY CONTROL
(MAY 28 - 30, 1991)

| TIMING | TUESDAY MAY 28 | WEDNESDAY MAY 29 | THURSDAY MAY 30 |
|---------------|--|---|--|
| 09.00 - 09.30 | -Inauguration by General Manager -Introduction of Course (AS) | Statistical Process Control SPC (RA) | Role of people (Quality Circle) (MY) |
| 09.30 - 10.30 | Concept of Total Quality Control (AS) | SPC (Contd.) (RA) | Role of people (Quality Circle) (Contd.) (MY) |
| 10.30 - 10.45 | Tea Break | | |
| 10.45 - 12.00 | Concept of Total Quality Control (contd.) (AS) | SPC (Contd.) (RA) | Quality Circle (Contd.) (MY) |
| 12.00 - 01.00 | Sampling Plan (MY) | SPC (Contd.) (MY) | Reliability (RA) |
| 01.00 - 01.45 | Lunch Break | | |
| 01.45 - 03.00 | Sampling Plan (Contd.) (MY) | SPC (Contd.) (MY) | -Reliability (RA) -Implementation of TQC Program (AS) |
| 03.00 - 03.15 | Tea Break | | |
| 03.15 - 04.00 | Sampling Plan (Contd.) (MY) | SPC (Contd.) (MY) | -Review (AS) -Certificate Distribution by General Manager |

FACULTY : MR. Aslam Saeed (AS)
MR. Rashid Ali (RA)
MR. Mohammad Yousuf (MY)



ANALYSIS OF "PROGRAM EVALUATION" BY THE PARTICIPANTS

| | |
|---------------------|----------------------------|
| PROGRAM TITLE | TOTAL QUALITY CONTROL |
| NO. OF PARTICIPANTS | 16 |
| PROGRAM DURATION | 3 DAYS (MAY 28 - 30, 1991) |

Q.1. Was the duration of the Course adequate ?

Yes 03

No 13

Q.2. If not, what would be the duration ?

4 Days 05

or More 08

Not responded 03

Q.3. Please name atleast three topics with you regard as most/least valuable.

i) To You :

MOST VALUABLE

LEAST VALUABLE

- o Concept of TQC 10
- Quality Assurance 01
- o Role of Statistics 09
- Sampling Plan 06
- Statistical Process Control 02
- \bar{X} , R, P & C Chart 01
- o Quality Circle 02
- o Reliability 01
- o Implementation of TQC Program 01

- o Concept of TQC 01
- o Sampling Plan 02
- o Statistical Process Control 03
- o Quality Circle 02
- o Reliability 06
- o Implementation of TQC Program 01



i) To your Organization :

| MOST VALUABLE | | LEAST VALUABLE | |
|---------------------------------|-----------|-------------------------------|-----------|
| o Concept of TQC | <u>03</u> | o Concept of TQC | <u>01</u> |
| o Role of Statistics | <u>07</u> | o Sampling Plan | <u>01</u> |
| - Sampling Plan | <u>04</u> | o Statistical Process Control | <u>01</u> |
| - Statistical Process Control | <u>03</u> | o Role of People | <u>01</u> |
| o Role of People | <u>02</u> | - Quality Circle | <u>02</u> |
| - Quality Circle | <u>04</u> | o Reliability | <u>01</u> |
| o Reliability | <u>01</u> | | |
| o Implementation of TQC Program | <u>05</u> | | |

Q.5. Please suggest topic(s) not presently included, which you would like to have included in this course.

- o Statistical Process Control
- o Implementation of TQC not indetail
- o Add some discussion about the international standard motivation
- o Practical on industrial examples on applications of topics
- o Visit of different companies which are quality wise better.
- o Type of quality control instruments and its importance.
- o Needed some more practical & numerical examples for better understanding of concepts.
- o Study of environment in our own industry.
- o The practical examples of the activities taking place in actual condition should be incorporated to make the concept more clear
- o All the subject already included with course.



0.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction :

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | | <u>OVERALL</u> |
|--------------------------------|-------------|----------|-------------|----------|----------------|----------|-------------|----------|------------------|-----------|----------------|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| Quality of Manual | - | - | 1 | - | 2 | - | 6 | 4 | 1 | 2 | 72.5% |
| Use of Visual Aids | - | 1 | - | - | 4 | 4 | 2 | 3 | 2 | - | 63.7% |
| Administrative arrangements | - | - | - | - | 1 | - | 4 | 8 | 1 | 2 | 78.7% |
| RATING OF SPEAKERS | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | OVERALL |
| a) Knowledge | - | - | - | 1 | - | 4 | - | 7 | 2 | 2 | 76.2% |
| b) Presentation | - | - | 1 | - | - | 2 | 2 | 9 | 1 | 1 | 75.0% |
| c) Overall | - | - | - | - | 1 | 3 | 1 | 8 | - | 2 | 76.0% |
| | <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> | <u>6</u> | <u>7</u> | <u>8</u> | <u>9</u> | <u>10</u> | <u>OVERALL</u> |
| Source of New Learning | - | - | - | - | 1 | 1 | 3 | 2 | 1 | - | 71.2% |
| Usefulness of the Course | | | | | | | | | | | |
| To you | - | - | - | - | 1 | - | 5 | 7 | 1 | 1 | 76.6% |
| To your Organization | - | - | - | 1 | - | 3 | 4 | 2 | 3 | 2 | 75.3% |
| Overall Standard of the Course | - | - | - | - | - | 5 | 3 | 4 | 3 | - | 73.3% |

| | |
|------------------------------|-------------|
| Overall Rating of the Course | 73.8 (GOOD) |
|------------------------------|-------------|



Q.6. Are you participating first time in this type of Course ?

Yes 12

No 04

How do you rate overall standard of this course in comparison to similar course offered by other institutes ?

Better than others 07

Similar to others 06

Worse than others NIL

Not responded 03

Q.7. Please list additional comments that could be constructive to improve courses in future.

- o Time is very short, it should be increased to a minimum of 2 weeks
- o Self-check quizzes should be revised.
- o One on two visits should be arranged to a model factory for observations.
- o By adding more practical examples and by increasing duration upto 4 days.
- o Concept of advance and new technologies be also given.
- o This is a good course organized by PACO at VOTC.
- o During training course short video films from developing country like Japan will help us a lot to learn. Course should be managed in such a way that Friday & Saturday may come in between course in order to revise and understand during the course i.e. from Tuesday, Wednesday, Thursday, Sunday & Monday (5 days duration).
- o Small group of workers from different companies may be provided training at lower cost to motivate Quality Control & Production Development.
- o I suggest the speakers should be given some exposure to actual conditions of the industries. The participation of trainees need to be increased by keeping few session for open discussion.
- o For a clear picture and better concept, more topics on Total Quality Control should have been included. However, we have gathered useful knowledge, which will be useful for the self knowledge & development in the organization.

ANNEXURE - III



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More days

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

1. Statistical process control
2. Concept of Sampling
3. Concept of TQC.

1. Implementation of TQC
2. Reliability Indicators
3. Utilization of Sampling tables etc.

(ii) to your organization:

1. Concept of TQC
2. Implementation of TQC.
3. Quality circles.

1. Concept of TQC
- 2.

Q.4. Please suggest topic(s) not presently included, which you would like to have included in ^{this} Course.

The practical examples of the activities taking place in technical committee should be incorporated to make the concept more clear in the subject already included in the course.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | | FAIR | | AVERAGE | | GOOD | | EXCELLENT | |
|-----------------------------|------|---|------|---|---------|---|------|---|-----------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDTO



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | ④ | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | ③ | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | ⑤ | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 ⑨ 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | ⑧ | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | ⑦ | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 ⑥ 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

- Better than others
- Similar to others
- Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

I suggest the speakers should be given some exposure to actual conditions of the industries. The participation of the trainees need to be increased by keeping few sessions for open discussion.

Signature: *[Signature]*

Name: SYED AKSUNUDDIN

Organization: Hindustan Motors Waf



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

- Q.1. Was the duration of the Course adequate? Yes No
- Q.2. If not, what would be the duration? 4 Days or More
- Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Process Control
Concept of the quality control

(ii) to your organization:

Attribute Charts
Defect inspection

Q.4. Please suggest topic(s) not presently included, which you would like to have included in a Course.

Adm Sampling Plans
Role of People (Quality Circle)

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | | FAIR | | AVERAGE | | GOOD | | EXCELLENT | |
|-----------------------------|------|---|------|---|---------|---|------|---|-----------|------|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | (10) |
| Use of Visual Aids | 1 | 2 | 3 | 4 | (5) | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | (10) |



VD'IO



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|-----|---|---|-----|---|------|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | (10) |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | (5) | 6 | 7 | 8 | 9 | 10 |

| | | | | | | | | | | |
|------------------------|---|---|---|---|-----|---|---|---|---|----|
| Source of New Learning | 1 | 2 | 3 | 4 | (5) | 6 | 7 | 8 | 9 | 10 |
|------------------------|---|---|---|---|-----|---|---|---|---|----|

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|-----|---|---|------|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | (7) | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | (10) |

Overall Standard of the Course

| | | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|-----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | (9) | 10 |
|--|---|---|---|---|---|---|---|---|-----|----|

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

I t- is short time. in future the
time will be about two weeks.

Signature: [Handwritten Signature]

Name: Qamar-ul-Islam

Organization: Sing Engineers



VDTO



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More 1 week

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Sampling Inspection of Vendors
Part of Chart Preparation

(ii) to your organization:

Quality Control Circle
Implementation Total Quality Control

Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

Parts Inspection Practical

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | | FAIR | | AVERAGE | | GOOD | | EXCELLENT | |
|-----------------------------|------|---|------|---|---------|---|------|---|-----------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDIO



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

- Better than others
- Similar to others
- Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

① Having Training Course Short-Video films from developing country like Japan help lot to learn - (2) Course should be manage in such way that Friday & Saturday may come in between course in order to review and understand during the course i.e from Tues to Thursday & Sunday Monday 5 days Duration

③ Small group of workers from different company may be provide.

Training at lower cost to motivate

Quality Control & Production

Development - 1

Signature: Abdul Rani Siddiqi

Name: ABDUL RANI SIDDIQI
Jr. Executive Q.C.D. (VTD)

Organization: PAK SUZUKI MOTOR Co. LTD.
16. West Wheel Road.
Karachi



VDTO



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

MANAGEMENT & TOTAL QUALITY
CONTROL SYSTEMS

Language

(ii) to your organization:

MANAGEMENT & TOTAL QUALITY
CONTROL SYSTEMS

Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | <u>FAIR</u> | <u>AVERAGE</u> | <u>GOOD</u> | <u>EXCELLENT</u> |
|----------------------------------|-------------|-------------|----------------|-------------|------------------|
| 7.25 Quality of Manual | 1 | 2 | 3 | 4 | 5 6 7 (8) 9 10 |
| 6.50 Use of Visual Aids | 1 | 2 | 3 | 4 | 5 6 7 (8) 9 10 |
| 7.9 Administrative arramgenemtns | 1 | 2 | 3 | 4 | 5 6 7 (8) 9 10 |

P.T.O.



VDIO



| | | | | | | | | |
|--|--|-------------|-------------|----------------|-------------|------------------|--|--|
| | | <u>POOR</u> | <u>FAIR</u> | <u>AVERAGE</u> | <u>GOOD</u> | <u>EXCELLENT</u> | | |
|--|--|-------------|-------------|----------------|-------------|------------------|--|--|

RATING OF SPEAKERS.

| | | | | | | | | | | | |
|--------|------------------------|---|---|---|---|---|---|---|---|---|----|
| 7.6 a) | Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 7.5 b) | Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 7.4 c) | Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 9 | Source of New Learning | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Usefulness of the Course.

| | | | | | | | | | | | |
|-------|----------------------|---|---|---|---|---|---|---|---|---|----|
| ----- | To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- | To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 7.2 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Details of International rules of IS 9000 & ISO 9003

Signature: [Signature]

Name: M. Nader

Organization: Sigmar Pakistan
2011/2012



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

- Q.1. Was the duration of the Course adequate ? Yes No
- Q.2. If not, what would be the duration ? 4 Days or More
- Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:
Consent of TQC.
Sampling Plan.
Reliability.

Statistical Process.
Quality Circle.

(ii) to your organization:
Consent of TQC.
Sampling Plan.
Reliability.

Statistical Process.
Quality Circle.

- Q.4. Please suggest topic(s) not presently included, which you would like to have included in a Course.
- _____
- _____
- _____

- Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|------------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arramgenemtns | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDTI



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

This is good course organized by PADI at VDTI in this type of course can improve by making in early organized level until monthly organized. So the people of industry gain more knowledge of industry.

Signature: *[Signature]*

Name: *Syed Ameruddin Khan*

Organization: *Domestic Appliances*



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Concept of Total Quality Control.

Sampling Plan.

(ii) to your organization:

Implementation of Total Quality Control Program.

Q.4. Please suggest topic(s) not presently included, which you would like to have included in ^{the} Course.

Inspection details.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | | FAIR | | AVERAGE | | GOOD | | EXCELLENT | |
|-----------------------------|------|---|------|---|---------|---|------|---|-----------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDTI



| | <u>POOR</u> | <u>FAIR</u> | <u>AVERAGE</u> | <u>GOOD</u> | <u>EXCELLEN</u> |
|--|-------------|-------------|----------------|-------------|-----------------|
|--|-------------|-------------|----------------|-------------|-----------------|

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|-----|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |

| | | | | | | | | | | |
|------------------------|---|---|---|---|---|---|---|-----|---|----|
| Source of New Learning | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |
|------------------------|---|---|---|---|---|---|---|-----|---|----|

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|-----|---|-----|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | (7) | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | (9) | 10 |

Overall Standard of the Course

| | | | | | | | | | | |
|--|---|---|---|---|---|-----|---|---|---|----|
| | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |
|--|---|---|---|---|---|-----|---|---|---|----|

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

may be all the Course arrange middle of month.

Signature:

Name: M. NAEEM. K.

Organization: Allawi Ejj.



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate ? Yes No

Q.2. If not, what would be the duration ? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Control Chart

Final Report

(ii) to your organization:

Data Analysis

Q.4. Please suggest topic(s) not presently included, which you would like to have included in a Course.

Study of environment in our own industry

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-----------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | ⑦ | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | ⑥ | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | ⑦ | 8 | 9 | 10 |



VDI/O



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course

1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Concept of advance and new technology

Signature: Muhammad Iqbal

Name: MUHAMMAD IQBAL

Organization: SIEMENS PAK EMB



VDTO



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate ? Yes No

Q.2. If not, what would be the duration ? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

- (i) to you:
 - ① Role of Statistics
 - ② Implementation of QCP
 - ③ Concept of TQC

(ii) to your organization:

- ① Concept of TQC
- ② Sampling Plan
- ③ Implementation of QCP

Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

Use of different Computer which are available will be training better.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-----------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDI/O



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

There should be some visits of different companies, where the subject selected is in progress or already going well.

Signature: [Signature]

Name: Mohammed Shaban

Organization: Pak Steel,

Rawal



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate ? Yes No

Q.2. If not, what would be the duration ? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Practical

Quality of Manual

(ii) to your organization:

Practical

Quality of Manual

Q.4. Please suggest topic(s) not presently included, which you would like to have included in ^{the} Course.

Practical

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-------------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangemtns | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

P.T.O.



VD10



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

- Better than others
- Similar to others
- Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

With regard to the content of the course

add topics related to the subject of the course

as per syllabus

Signature: *[Signature]*

Name: *Zahid H Siddiqui*

Organization: *Park School*



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

- Q.1. Was the duration of the Course adequate ? Yes No
- Q.2. If not, what would be the duration ? 4 Days or More
- Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:
Sampling Plan
V R Charts
P.F.C. Charts

Reliability
Statistical Process Control
Concept of TQC

(ii) to your organization:
Implementation of TQC
Quality Circles
Role of Workers

Reliability
Sampling Plan
Role of Quality Manager

- Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

Types of quality control instruments and its importance

- Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | FAIR | AVERAGE | GOOD | EXCELLENT |
|-----------------------------|------|------|---------|------|-----------|
| Quality of Manual | 1 2 | ③ 4 | 5 6 | 7 8 | 9 10 |
| Use of Visual Aids | 1 ② | 3 4 | 5 6 | 7 8 | 9 10 |
| Administrative arrangements | 1 2 | 3 4 | 5 6 | 7 ⑧ | 9 10 |



VDIO



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|------------------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Source of New Learning | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

| | | | | | | | | | | |
|--------------------------------|---|---|---|---|---|---|---|---|---|----|
| Overall Standard of the Course | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|--------------------------------|---|---|---|---|---|---|---|---|---|----|

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Time duration of each day must be less. Time of two visits should be arranged to a model fac for observations.

Signature: *[Signature]*

Name: AJAZ-UR-RAHMAN

Organization: Allias Autos Ltd



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Concept of Total Q.C.
Quality Assurance

Reliability

(ii) to your organization:

Sampling plans
Statistical Control

Planning and Q. work activities

Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

Needed some more practical & numerical examples
for better understanding of concepts

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-----------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

F.T.O.



VDI/O



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|-----|-----|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | (9) | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |

Source of New Learning 1 2 3 4 (5) 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|-----|---|-----|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |

Overall Standard of the Course

1 2 3 4 5 (6) 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

By adding more practical examples and by increasing duration upto 4 days.

Signature: *Abdul Muhaimin*

Name: NOOR MUHAMMAD

Organization: DANCEO YAMINA LTD.
(A.E.W.L.)



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate ? Yes No

Q.2. If not, what would be the duration ? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Role of Statistics
U

Reliability calculation
or derivation

(ii) to your organization:

Role of Statistics
Q.C.

Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.

add some discussion about the International Stand.
Motivation
Practical or Industrial examples or applications of
topics

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-----------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

- Better than others
- Similar to others
- Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

① Self-Check Quizes should be revised.
 ② _____

Signature: Raisullah Khan

Name: RAISULLAH KHAN

Organization: SIEMENS



VDTO



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days More or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

to concept of Quality Control & Sampling Method

Reliability

(ii) to your organization:

Statistical process control, Role of people.

Q.4. Please suggest topic(s) not presently included, which you would like to have included in a Course.

Implementation of TQC NOT in detail.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | POOR | | FAIR | | AVERAGE | | GOOD | | EXCELLENT | |
|-----------------------------|------|---|------|---|---------|---|------|---|-----------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

P.T.O.



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | |
|-----------------|---|---|---|---|---|---|--------|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---------|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 10 |

Overall Standard of the Course 1 2 3 4 5 6 7 **8** 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Time factor be retained in future.

Signature: *[Signature]*

Name: S. S. S. S. S.

Organization: Sind Engineering Coll.



VDTO



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Quality Circle

(ii) to your organization:

Statistical process control
& APE course.

Q.4. Please suggest topic(s) not presently included, which you would like to have included in ^{the} Course.

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | <u>EXCELLENT</u> | |
|------------------------------|-------------|---|-------------|---|----------------|---|-------------|------------------|------|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 10 |
| Administrative arramgenemtns | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 10 |



VDTO



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|-----|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 ✓ | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 ✓ | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 ✓ | 9 | 10 |

Source of New Learning 1 2 3 4 5 6 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|----------|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | <u>5</u> | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | <u>5</u> | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course

1 2 3 4 5 6 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Time is very short should increase
Two week minimum.

Signature: Majeed
30/5/91

Name: ABDUL MAJEED

Organization: Naya Dawr mol
(PVT) LTD. Karachi



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

- Q.1. Was the duration of the Course adequate? Yes No
- Q.2. If not, what would be the duration? Days or More
- Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:
Total Quality Control
Use of Statistics
Sampling Plan

None

(ii) to your organization:

QPC

- Q.4. Please suggest topic(s) not presently included, which you would like to have included in the Course.
More Cases of Problems & their Solution in
the cases of Spare Collection should have been included
for better Spm & Clean-up Concept

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | | <u>FAIR</u> | | <u>AVERAGE</u> | | <u>GOOD</u> | | <u>EXCELLENT</u> | |
|-----------------------------|-------------|---|-------------|---|----------------|---|-------------|---|------------------|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arrangements | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDI'O



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|-----|-----|-----|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | (6) | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | (8) | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | (7) | 8 | 9 | 10 |

Source of New Learning 1 2 3 4 5 (6) 7 8 9 10

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|-----|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | (7) | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | (7) | 8 | 9 | 10 |

Overall Standard of the Course 1 2 3 4 5 (6) 7 8 9 10

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others NA

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

For a clear picture and better concept - more topics on Total Quality Control should have been used. However, we have gathered useful knowledge, which will be useful for the self knowledge & development in the organization. Thanks.

Signature: Abdul Aleem
20/5

Name: ABDUL ALEEM SOOMRO

Organization: PAKISTAN STEEL



PAKISTAN AUTOMOBILE CORPORATION LIMITED
VENDOR DEVELOPMENT & TRAINING CELL

COURSE EVALUATION FORM

TITLE: "COURSE ON TOTAL QUALITY CONTROL". DATES: 28-30 MAY, 91.

INSTRUCTIONS : Please place a cross (x) in the appropriate box unless stated otherwise.

Q.1. Was the duration of the Course adequate? Yes No

Q.2. If not, what would be the duration? 4 Days or More

Q.3. Please name atleast 3 Topics which you regard as most/least valuable.

MOST VALUABLE

LEAST VALUABLE

(i) to you:

Your Quality Circle
Topic is the best topic

Third Topic is the
Statistical control

(ii) to your organization:

Your second topic
of Sampling Plans

Q.4. Please suggest topic(s) not presently included, which you would like to have included in a Course.

Statistical Process Control

Q.5. Please take each aspect independently and indicate your entry in the rating column by placing a circle round the number that most nearly matches your reaction.:

| | <u>POOR</u> | <u>FAIR</u> | <u>AVERAGE</u> | <u>GOOD</u> | <u>EXCELLENT</u> | | | | | |
|------------------------------|-------------|-------------|----------------|-------------|------------------|---|---|---|---|----|
| Quality of Manual | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Use of Visual Aids | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Administrative arramgenemtns | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |



VDI'O



POOR FAIR AVERAGE GOOD EXCELLENT

RATING OF SPEAKERS.

| | | | | | | | | | | |
|-----------------|---|---|---|---|---|---|---|---|---|----|
| a) Knowledge | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| b) Presentation | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| c) Overall | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

| | | | | | | | | | | |
|------------------------|---|---|---|---|---|---|---|---|---|----|
| Source of New Learning | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|------------------------|---|---|---|---|---|---|---|---|---|----|

Usefulness of the Course.

| | | | | | | | | | | |
|----------------------------|---|---|---|---|---|---|---|---|---|----|
| ----- To you | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| ----- To your Organization | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Overall Standard of the Course

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|----|

Q.6. Are you participating first time in this type of Course? Yes No

How do you rate overall standard of this course in comparison to similar course offered by other institutes?

Better than others

Similar to others

Worse than others

Q.7. Please list additional comments that could be constructive to improve courses in future.

Time is very short (-)

Signature: R. Farooqui

Name: Mr. Raq-ul-din Farooqui

Organization: Maja Daur Marki

EXHIBIT - II (a)



TRAINING CONSULTANCY ASSIGNMENT
FOR
VENDOR DEVELOPMENT TRAINING CELL (VDTC)

REMAINING ACTIVITIES OF PHASE-IV

| WEEK NO. | DESCRIPTION OF ACTIVITY | COMPLITION DATE | |
|-------------|---|---------------------|-------------------|
| | | MACHINING COURSE | FOUNDRY COURSE |
| 1. | ANALYSIS OF TNA DATA | SEPT. 02 | SEPT. 04 |
| 2. | SETTING COURSE OBJECTIVES | SEPT. 09 | SEPT. 12 |
| 3. | DESIGNING OF CURRICULUM/COURSE CONTENTS | SEPT. 16 | SEPT. 18 |
| 4. | TRAINING MATERIAL IDENTIFICATION | SEPT. 23 | SEPT. 25 |
| 5. | - DO - | SEPT. 30 | OCT. 02 |
| 6. | TRAINING MATERIAL DESIGNING AND DEVELOPMENT | OCT. 07 | OCT. 09 |
| 7. | - DO - | OCT. 14 | OCT. 16 |
| 8. | - DO - | OCT. 21 | OCT. 23 |
| 9. | - DO - | OCT. 28 | OCT. 30 |
| 10. | BRINGING THE TRAINING MATERIAL IN PRESENTABLE FORM | NOV. 04 | NOV. 06 |
| 11. | PREPARATION OF TESTS/QUIZES | NOV. 11 | NOV. 13 |
| 12. | - DO - | NOV. 18 | NOV. 20 |
| 13. | WORDPROCESSING OF TRAINERS AND TRAINEES MANUALS | NOV. 25 | NOV. 27 |
| 14. | - DO - | DEC. 02 | DEC. 04 |
| 15. | PREPARATION OF TRANSPARENCIES | DEC. 09 | DEC. 11 |
| 16. | - DO - | DEC. 16 | DEC. 18 |
| 17. | MANUALS IN FINAL SHAPE | DEC. 24, 1991 | DEC. 24, 1991 |

EXHIBIT - II (b)



TRAINING CONSULTANCY ASSIGNMENT
FOR
VENDOR DEVELOPMENT TRAINING CELL (VDTC)

RECORD OF RETAINERSHIP HOURS

| PHASE | NATURE OF ASSIGNMENT/JOB | DATE | HOURS FOR ACTUAL WORK | HOURS FOR PREPARATION AND OTHERS | CHARGEABLE HOURS | TOTAL HOURS | BALANCE | INITIALS PETROMAN | APPROVAL VDTC |
|-------|--|-----------------------------------|-----------------------|----------------------------------|------------------|-------------|---------|-------------------|---------------|
| I | Training Program on Training of Trainers for (TGT) VDTC Staff Dec. 14-18, 1989 | Dec. 14-18, 1989 | 20 | 45 | 65 | 900 | 835 | | |
| II(a) | Program Development for "Mechanical Testing of Materials" | April 22, 1990 - April 10, 1991 | 101 | 11 | 112 | 835 | 723 | | |
| II(b) | Program Development for "Total Quality Control" | April 22, 1990 - April 10, 1991 | 101 | 11 | 112 | 723 | 611 | | |
| II(c) | Monitoring of TQC course and preparation of evaluation report | May 28-30 1991 and July 1-3, 1991 | 26 | 24 | 50 | 611 | 561 | | |
| II(d) | Monitoring of Mech. testing course and preparation of evaluation report | June 18 - 20, 1991 Sept. 1991 | 16 | 24 | 40 | 561 | 521 | | |
| III | Training program on AUTOCAD Version 10 | Aug. 3-7, 1991 | 30 | 145 | 175 | 521 | 346 | | |
| IV(a) | Development of course on Foundry Practices | May 8 - Dec 24, 1991 | 100 | 12 | 112 | 346 | 234 | | |
| IV(b) | Design and Development of course on Machining Practices | May 8 - Dec 24, 1991 | 100 | 12 | 112 | 234 | 122 | | |
| IV(c) | Monitoring of Machining practices course & evaluation report preparation | to be scheduled | 26 | 24 | 50 | 122 | 72 | | |
| IV(d) | Monitoring of Foundry Practices course & evaluation report preparation | to be scheduled | 16 | 24 | 40 | 72 | 32 | | |
| | Preparation of interim and final report for UNCF | Aug. 27 - 29, 1991 | -- | 32 | 32 | 32 | NIL | | |



A Division of **PERAC**

