

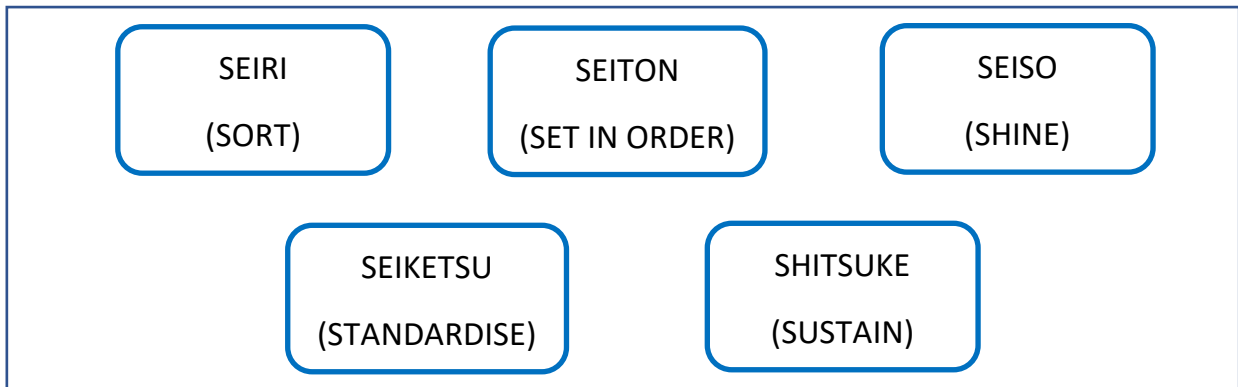


Topic: 5S

<1 DAY PROGRAM>

Overview

5S is a management tool from Japan, that focuses on establishing a quality environment in the organisation, ensuring adherence to standards and in the process, fosters a culture of continual improvement.



The 5S workplace organization method describes how to organize a work space for efficiency and effectiveness by identifying and storing the items used, maintaining the area and items, and sustaining the new system.

This 5S training program provides an in-depth introduction to 5S and the methodology for its implementation.

Learning Outcomes

Upon completion of this program, participants will:

1. Understand the objectives and benefits of 5S;
2. Be able to develop 5S behaviours that keep the workplace organised over the long-term;
3. Implement 5S at their work areas.

Who must attend

This program is designed for employees managers, supervisors, engineers and executives to enable them to manage, lead or participate in 5S implementation.

Methodology

This is a highly interactive sessions designed to communicate program objectives and outcomes to participants.

Group activities are included to enable participants to experience the impact of 5S. Participants will also be guided to apply 5S concepts to implement improvement opportunities in their own functional area for "Quick Wins" to realise the value of the training.

Course Outline

Module 1 – Introduction to 5S

- 5S Objectives
- Benefits of 5S

Module 2 – Seiri (Sort)

- Concept
- How to Implement Seiri
- Application Exercise

Module 3 – Seiton (Straighten)

- Concept
- How to Implement Seiton
- Application Exercise

Module 4 – Seiso (Shine)

- Concept
- How to Implement Seiso
- Application Exercise

Module 5 – Seiketsu (Standardise)

- Concept
- How to Implement Seiri
- Application Exercise

Module 6 – Shitsuke (Sustain)

- Concept
- How to Implement Seiri
- Application Exercise

Module 7 – The Sixth “S”: Safety

Contact:

Thomas Kuruvilla, Director & Six Sigma Black Belt

Thanjomi Training and Consultancy Sdn Bhd (1285988-T)

Mobile: 019-2829502

Email: Thomas@thanjomi.com