

5S CONTINUOUS IMPROVEMENT TRAINING

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COURSE LENGTH: 0.5 DAYS

The 5S Continuous Improvement Training Course, delivered in Singapore by PD Training, teaches the basic concept of 5S and how it can be implemented to initiate and maintain continuous improvement in the workplace.

The course participants will learn how 5S encourages the participation of every member of an organization to implement small changes that eventually result in significant improvement in their productivity in the workplace.

This action-oriented training course is now offered in Singapore. The 5S Continuous Improvement training course can be delivered at your premises by one of our expert local or international trainers.

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5S CONTINUOUS IMPROVEMENT TRAINING COURSE OUTLINE

FOREWORD

5S stands for the five steps - Sort, Simplify, Sweep, Standardize and Sustain that collectively create, maintain and continually improve cleanliness, orderliness and efficiency in the workplace. It is also an effective means to reduce waste and errors by highlighting unnecessary or non-moving inventories, time wasting activities and inefficient operations.

5S is much more than just "housekeeping". Improved Housekeeping, and an organized workplace, are the results of 5S, but the real purpose of 5S is to uncover errors and problems more quickly. Learn to reduce waste through a systematic application of 5S principles – Sort, Set in Order, Shine, Standardize, and Sustain. This workshop in Singapore teaches the basic 5S techniques and illustrates that its implementation immediately reduces waste and provides a cleaner, safer work environment.

OUTCOMES

After completing this course participants will:

- ▶ Explain the origins of 5S methodology
- ▶ Discuss the benefits of 5S principles
- ▶ Identify opportunities for improvement using 5S principles
- ▶ Introduce and embed 5S changes to the workplace for sustained improvement

MODULES

Lesson 1: Origins of 5S

- ▶ What is 5S?
- ▶ Where did it come from?
- ▶ The benefits of 5S

Lesson 2: Planning for a 5S

- ▶ Tips for Success
- ▶ Issues and Concerns
- ▶ Evaluating Your Initial Situations

Lesson 3: The 5S Methodology Unpacked Sort (Seiri)

- ▶ Clearing the work area
- ▶ Determine what you need

Lesson 4: Set in Order (Seiso)

- ▶ Designated locations
- ▶ Design your workplace for efficiency

Lesson 5: Shine (Seiton) Workplace Cleanliness

- ▶ Spit and polish
- ▶ Creating cleaning routines

Lesson 6: Standardize (Seiketsu)

- ▶ Making it routine
- ▶ Design systems to ensure new norms
- ▶ The benefits of 5S

Lesson 7: Sustain (Shitsuke)

- ▶ Changing the future
- ▶ Techniques to prevent old habits
- ▶ The benefits of 5S

Lesson 8: Wrapping Up

- ▶ Words from the Wise
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WEB LINKS

- ▶ [View this course online](#)
- ▶ [In-house Training Instant Quote](#)