

5S and the Visual Workplace

A fundamental building block of Lean manufacturing

Organize your Organization. Clutter and confusion cost you in both quality and bottom line.

The 5S System is a set of universal principles and activities that sustain high performance in any industry. An uncluttered, well-organized, and understandable workplace is an essential foundation for lean, low-inventory production, total quality management, total productive maintenance, or any other advanced change or improvement approach.

The 5S System is a systematic approach that organizes and standardizes the workplace. It promotes safe, improved workflow, better product quality, reduced inventory waste, and a sense that the users are in control of their work area.

Who Should Attend

Anyone managing aspects of manufacturing or a manufacturing workplace or those pursuing lean six sigma culture.

What You Will Learn

A complete 5S process overview, the groundwork needed for implementation and standardization, and a rollout of the program. Can be customized to your particular situation.

Seminar Content

Day 1:

- Overview of entire 5S Process
- Developing the core implementation team
 - Role definitions and team charter
 - Identification of natural and qualified team
 - Development of team vision and project timelines
- Groundwork for Implementation of 5S
- Workplace scan
- Complete diagnostic checklist

Day 2:

- Overview and implementation of set in order
 - Develop a temporary location indicators
 - Overview of standardization and development of standardization rules
 - Define signage requirements
- Overview of and implementation of shine
 - Shine and inspect.

Day 3:

- Overview of standardization
 - Make standardization permanent
 - Define standardization guideline
 - Overview of sustain and development of guidelines by team
 - Develop communication plan for sustain
 - Develop action plan for sustain
- Overview of 5S for safety and safety scan

Prerequisite

None

Your Facilitator

Sal Polletta is a bilingual graduate of McGill University with a B. Com. in Finance and Organizational Behaviour and a post-graduate degree (D.M. McGill, 1986) in Management and Organizational Behaviour.

He has over thirteen years of experience in management and eleven years consulting, facilitating and teaching of adults. He is a qualified lead auditor for ISO 900, QS-9000 and ISO 14000 International Standards and is trained as a Six Sigma Black Belt.

Sal has worked with several educational institutions, training partners, multi-national organizations and government departments in North America, Europe and the Middle East.

Duration

1, 2 or 3 day options



Skills that WORK.

COLLEGE
Loyalist
Training & Knowledge Centre