

As a factory leader, are you already being able to effectively conduct and maintain 5S activities at the shop floor?

- ☑ Are you aware of the importance and roles of 5S implementation at factory?
- ☑ Are you well-equipped with the knowledge of steps and processes of conducting 5S activities?
- ☑ Do you know how to check and evaluate the implementation of 5S activities at factory in general and at your section in particular?
- ☑ Do you know how to discipline your inferiors to obey the regulations of 5S implementation?

5S IMPLEMENTATION (3 Days)

★ Acquire sufficient leadership to promote 5S activity ★

2 TRAINING DAYS AND 1 FOLLOW UP DAY

Training time & Venue

Online Seminar: 9,10,17/8/2021 (Mon, Tue, Tue)

▪ Time: 8:30 ~ 16:30

Target

Supervisors, team leaders, line leaders and candidates for these positions.

Course's information

Language Vietnamese

Fee 6,900,000 VND/人 (VAT excl.)

※ For company with 2 – 4 participants, training fee is discounted 5%; with 5 or more participants, discounted 10%

(Applied separately for training in Ho Chi Minh and in Ha Noi)

Participants 25 persons (First-come, first-served basic)

Registration Fill in the attached "Application form" and send to AIMNEXT via Email

Method Online Training via ZOOM.

Trainer

Mr. T. H. A. Tuan

- Have over 12 year working experience in Japanese factory in Vietnam. During this period, he held the position of factory director for 9 years. He has also attended the training courses held in Japan.
- An expert in Kaizen (Improvement), quality control and factory's human resource training.

Objective

- Understand the meaning of 5S and various tools and methods to conduct 5S at the worksite.
- Increase the capability of implementing 5S to the factory by Follow up day.

Content

Part 1: Overview of 5S

- What is 5S (Seiri – Seiton – Seiso – Seiketsu – Shitsuke)?
- The meaning & benefits of 5S implementation
- The roles & responsibilities of a leader in implementing 5S activities

Part 2: Conducting 5S activities at 5S

- 1. Seiri (Sorting)**
 - Make plan and steps to implement "Red tag campaign"
 - Methods of making red tag
 - Why do the unnecessary things reappear?
- 2. Seiton (Straightening)**
 - Make plan and steps to implement Seiton
 - Visual management techniques ~ Mapping / colouring working areas, Using boards for direction and equipment arrangement instruction ~
 - 7 principles and guidelines for implementing Seiton
- 3. Seiso (Shining)**
 - Make plan and steps to implement Seiso ~ Clean, check and prevention process ~

※ The above content is subject to change without prior notices

- Methods of making check list
- Guidelines for implementing Seiso
- 4. Seiketsu (Standardizing)**
 - Maintain and standardize the implementation of 3S
- 5. Shitsuke (Self-discipline)**
 - Discipline employees to obey the regulation of 5S implementation
 - Organize movements promoting 5S activities

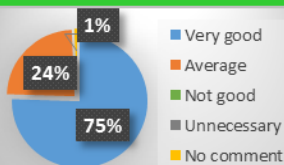
Part 3: Steps to conduct and evaluate 5S activities

- Develop policies and standards for 5S implementation
- Evaluate the implementation of 5S activities
- Standardize the implementation of 5S activities

Part 4: Action plan for implementing 5S at factory

- Participant practices 5S implementation in 1 week.
- ❖ **Follow up (17/8/2021)**
 - Participant presents 5S implementation.
 - Trainer review and give feedback.
 - Reinforcement and practice – Q&A
 - Improve 5S Action plan.

Course Valuation Result



Until now, the number of participants reached to the number with 324 people. from 144 companies.
* Number of evaluator: 323

Participant's feedback

- By learning the basic knowledge of 5S activities, participant can improve more the current state of the 5S in own department. (A participant from 2017 course).
- Through visit the process of conducting 5S activities at factory, participant can acquire a deep 5S concept and utilization methods (A participant from 2018 course).

For further information, please kindly contact us via:



AIMNEXT VIETNAM CO., LTD.
2F, Nam Giao Building 1, 261-263 Phan Xich Long,
Ward 2, Phu Nhuan District, HCMC

TEL : (028) 3995 8290 / FAX: (028) 3995 8289
Email : training-vn@aimnext.com
URL : www.aimnext.com.vn
In charge : Mr. Nojiri Kohei (Japanese)
Ms. Do Nga (Vietnamese & English)