

5S is not just for cleaning but for develop people and organizational ability

## 5S Instructor workshop

### ★ Enhancing spontaneous mind-set of improving working environment

- ♦ Reconfirm purpose of 5S as “creating efficient and effective working environment”
- ♦ Re-confirm key-points in conducting each 5S
- ♦ Identify improvement points of 5S organization



#### Feature of WS

- ♦ Experienced Vietnamese Trainer will conduct the course
- ♦ The training result report containing test and practice result will be sent to participating company after the course

### □ Overview of the course

Day 1 (HCM: 10<sup>th</sup> August, HN: 17<sup>th</sup> August)

Day 2 (HCM: 11<sup>th</sup> August, HN: 18<sup>th</sup> August)

#### 1. 5S for efficient & effective working environment

**Lecture:** Starts from 5S, End with 5S. 5S as basic improvement technique

**Practice:** Assess current level of 5S at company

#### 2. 5S Key-Points

**Lecture:**

**SEIRI:** Throw away “un-used” things not only “cannot use” things

**SEITON:** Arrange things “Easy to find, Easy to use, Easy to return”

**SEISO:** Seiso for checking

**SEIKETSU:** Standardize method for maintaining

**SHITSUKE:** Improve 5S organizationally, spontaneously, continuously

**Practice:** Practice improve 5S problem

#### 3. Improve 5S organizationally

**Lecture:** Not just repair by 5S audit but, improve 5S organizationally with spontaneous target

**Practice:** Identify improvement points at current 5S organization

#### 4. Define purpose, target, develop plan

**Lecture:** Monitor achievement status numerically. Manage improvement objectively.

**Practice:** Develop 5S improvement plan

#### 5. Summary of workshop

**Lecture:** Ideal status is that everyone spontaneously find and throw away garbage at work place

**Practice:** After workshop test, survey, action plan

### □ Workshop information

Lecturer

Vietnamese professional (in Vietnamese)

Date & Time

Ho Chi Minh : 10<sup>th</sup> & 11<sup>th</sup>, August, 2023, AM 08:30 ~ PM 05:00

Ha Noi : 17<sup>th</sup> & 18<sup>th</sup>, August, 2023, AM 08:30 ~ PM 05:00

Fee

Offline: 4,700,000VND/pax (include lunch, not include 8%VAT)

Online: 4,350,000VND/pax (not include 8%VAT)

Way of holding WS

Will be informed about 1 week before the WS date (Offline or Online)

**Please contact us now!**

**International Management Training & Consulting**

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