

TRAIN THE TRAINER

MODULE

TRAINING COURSE CONTENT

Foundations of 5S

- Detailed exploration of each S: Sort, Set in Order, Shine, Standardize, Sustain.
- Comparative analysis with other lean methodologies.
- Case studies demonstrating measurable improvements post-implementation.

Sort (Seiri)

- Utilizing Pareto analysis to prioritize items.
- Implementation of red-tagging and disposition procedures.
- Auditing techniques to ensure sustained sorting practices.

Set in Order (Seiton)

- Principles of visual management and 5S signage.
- Techniques for efficient tool and equipment storage.
- Conducting regular audits to maintain orderliness.

Shine (Seiso)

- Development of cleaning schedules and checklists.
- Techniques for equipment and machinery inspection.
- Implementing shine-related key performance indicators (KPIs).

Standardize (Seiketsu)

- Documenting and disseminating standardized work instructions.
- Conducting regular compliance audits.
- Addressing deviations and updating standards accordingly.

Sustain (Shitsuke)

- Strategies for ongoing training and reinforcement.
- Establishing 5S performance metrics.
- Conducting periodic assessments and identifying improvement opportunities.

5S Auditing Techniques

- Development of audit checklists and scoring systems.
- Techniques for conducting effective 5S audits.
- Root cause analysis for non-compliance and corrective action planning.

Implementation Planning and Strategy

- Project management techniques for 5S implementation.
- Stakeholder engagement and change management strategies.
- Integration with existing quality management systems.

Continuous Improvement and Innovation

- Innovation in 5S practices.
- Analyzing and incorporating feedback for enhancement.
- Incorporating technology for improved 5S management.

Case Studies and Practical Exercises

- Analyzing real-world 5S implementation case studies.
- Hands-on exercises in auditing and problem-solving.
- Simulation of 5S implementation challenges and solutions.

Assessment and Certification

- Written and practical assessments.
- Evaluation of training delivery skills.
- Criteria for certification and ongoing professional development.

