



# **Seatag Offshore Limited Course Outline**

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## **C-2501 CCBT – Organizational / Productivity**

# **5S SHOP FLOOR TRAINING**

### **COURSE AIM**

Will help you develop an exceptional Factory 5S program in a shop floor environment that puts your shop floor improvement activity ahead of the competition. 5S is the foundational component in which all Lean Manufacturing improvement projects are based. Whether it is a Kaizen Blitz, TPM or SMED Quick Changeover, success or failure of an improvement initiative can be traced to the robustness of your 5 S program. SEATAG understands the importance of sustaining strong 5 S within your organization and the difficulties that businesses encounter. SEATAG has developed a full solution for companies either wishing to begin or sustain a 5S program.

We will Train staff not only on the principles of 5S, but empower your company to take ownership from implementation through to maintaining their workplace organization. We will combine a fully interactive presentation and practical skills practice to train employees. We utilize easy to use 5S forms in the auditing of an area's 5S, tracking of unused items that are red tagged, tracking of 5S improvements and much more. This full training is action oriented and provides you with the structure to make certain success and maximization of the benefits of implementing 5S.

### **COURSE CONTENT**

#### **1. Introduction**

- History Overview of the 5S's
- 5S and Visual Systems
- The Benefits of 5S
- How 5S Eliminates Waste

#### **2. Putting 5S to Work (explain each 5)**

Sort  
Straighten  
Sweep  
Standardize  
Sustain

#### **3. Five S and Teamwork (Workshop Portion)**

- 5S Office Evaluation Team
- 5S Office Photography Team
- 5S Mapping Team
- 5S Red Tag Register
- 5S 30 Day Action Log
- 5S Sustainment Schedule

#### **4. 5S Office Kaizen Project (Supportive)**

- Executing the Project
- Management Presentation



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**COURSE DURATION**

This course is designed as a two day introductory course. Course can be extended to include additional practical exercises and competency training as to the specifications of the company being trained.