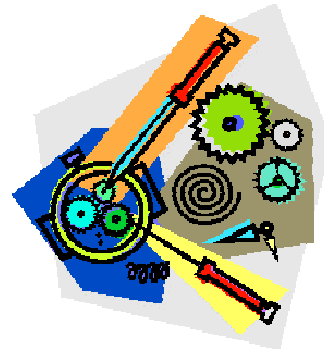


# 5S Workshop



5S is just about cleaning up and housekeeping, isn't it? Isn't 5S just basic common sense? We're too busy for 5S; can't we start the Lean implementation in another way? How does 5S compare to 3S and 6S?

**Do you need to start stabilizing your processes? Is a Visual Workplace one of your goals?  
Do you want to reinvigorate previous 5S efforts?**

This one day Lean workshop trains employees on the principles of 5S. Classroom instruction alternates with shop floor exercises to identify opportunities for 5S. Participants learn why 5S needs to be the starting point in their Lean Efforts, how it contributes to stabilizing their processes, what forms of resistance to 5S are commonplace, and how to get started. The tools to implement 5S and the monitoring systems are presented. Lean Programs are continuous improvement processes and the 5S system gets the improvement process started.

## 5S Topics covered:



- 5S Background Information
- 5S Pillars
  - Sort (Seiri)
  - Set in Order (Seiton)
  - Shine (Seiso)
  - Standardize (Seiketsu)
  - Sustain (Shitsuke)
- Common Types of Resistance
- 5S Techniques
  - Red Flagging
  - Organization
  - Visual Methods
  - Prevention
- Principles of Motion Economy
- The "Unbreakable" Concept of Prevention Techniques
- Principle of Incorporation
- Use Elimination
- Examples and Exercises

This half-day session is for 15 – 20 participants and is suitable for a diverse audience: Production Employees, Technical, Supervisory, and Managerial Personnel. Due to the field exercises, this workshop is best held on-site where participants can easily observe the production process.

**Lean Workshop Series Presented by: HPK Group, LLC**

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