

Wareham & Associates provides training to assist organisations in improving their business processes and meeting the requirements of international standards.

We provide training in: Food Safety • Quality • Environmental • OHS • Sustainability
• Lean Manufacturing Tools / Techniques • Integrated Risk Management



OUR MISSION

To create internationally competitive risk management and sustainability solutions.



5S PRACTICE

DURATION: 2 DAY (DATASHEET # 7.1-33)

Who should be on this training?

This course is targeted at supervisor and team leader level.

Course Content & Objectives

This course is designed to equip delegates with the knowledge and skills to support the effective implementation of your company's 5S Practices on the shop floor.

The 5S Practice is:

A shop floor management technique designed to:-

- Reduce waste
- Encourage shop floor personnel participation in productivity improvement programmes
- Create an approach to work that result in sustainable housekeeping standards

Wareham & Associates approach:-

- **Low Key**
We believe that a process of this nature should be introduced without fanfare and should be perceived as a natural part of the business development.
- **Two Tiered**
Management and shop floor are addressed using specialist resources with the ability to mobilise their respective interest groups. Consequently, the process is led by a project leader operating at management level and a shop floor facilitator operating at shop floor level.
- **Pilot Area**
A pilot area / project is identified and used to test and refine Best Operating Practices while providing a training ground for internal resources. Roll-out to other areas then follows.
- **Sustainability**
We create the necessary internal capacity to roll out and sustain the process.

Wareham & Associates provide:-

- **Training of:**
 - Management personnel
 - Facilitation personnel
 - Task teams
- **On-site process implementation and co-ordination**
 - The purpose of 5S Practice
 - Introduction to the 5S Practice
 - 5S Overview
 - 5S Schematic
 - SORT, SET, SHINE, STANDARD & SUSTAIN
 - ✓ Tools used
 - ✓ 5S Worksheets
 - Tools Used in Implementing Good Habits
 - 5S Checklist
 - GMP & 5S Link
 - Steps to implementing 5S

Prior Experience & Learning

Delegates must be at a minimum of NQF Level 5.

Assessment & Certification

Successful candidates will be awarded a certificate from Wareham & Associates indicating successful completion of the course.



CONSULTING, FACILITATION & TRAINING