



PROFESSIONAL  
DEVELOPMENT  
TRAINING

# 5S Continuous Improvement Training



5S is a widely-used continuous improvement method achieved and maintained through consistent Sorting, Simplifying, Sweeping, Standardizing and Sustaining. The method was developed in Japan to improve and maintain cleanliness, orderliness and efficiency as well as to reduce errors and waste in the workplace.

After completing this course, you will have learned the origins, concepts and benefits from the proper implementation of 5S as well as how to use it to identify opportunities for improvement. You also learn how to use 5S to encourage the active participation of your group or organizational members in contributing small changes that collectively result to produce significant improvement in the workplace.

This comprehensive training course is now available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, New York, Orlando, Philadelphia, San Antonio and Seattle.

## What You'll Gain:

5S is much more than just "housekeeping". Housekeeping and an organized workplace are the results of 5S, but the real purpose of 5S is to uncover errors and problems more quickly. Learn to reduce waste through a systematic application of **5S principles – Sort, Set in Order, Shine, Standardize, and Sustain**. This workshop teaches the basic 5S techniques and illustrates how its implementation immediately reduces waste, and provides a cleaner and safer work environment.

## Outcomes

**By the end of this course, participants will be able to:**

- Explain the origins of 5S methodology
- Discuss the benefits of 5S principles
- Identify opportunities for improvement using 5S principles



- Introduce and embed 5S changes to the workplace for sustained improvement

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## Modules

### Lesson 1: Origins of 5S

- What is 5S?
- Where did it come from?
- The benefits of 5S

### Lesson 3: The 5S Methodology

#### Unpacked Sort (Seiri)

- Clearing the work area
- Determine what you need

### Lesson 5: Shine (Seiton) Workplace Cleanliness

- Spit and polish
- Creating cleaning routines

### Lesson 7: Sustain (Shitsuke)

- Changing the future
- Techniques to prevent old habits
- The benefits of 5S

### Lesson 2: Planning for a 5S

- Tips for Success
- Issues and Concerns
- Evaluating Your Initial Situations

### Lesson 4: Set in Order (Seiso)

- Designated locations
- Design your workplace for efficiency

### Lesson 6: Standardise (Seiketsu)

- Making it routine
- Design systems to ensure new norms
- The benefits of 5S

### Lesson 8: Wrapping Up

- Words from the Wise

Talk to our expert team

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