

5S is a methodology to improve your workplace and is suitable for all types of industries. The principles can be applied in an office, workshop, factory, or warehouse and provide increased productivity, quality and safety.

Originating from Japan this system has been adapted by the worlds leading organisations, and is considered a key element to increasing competitiveness in a global economy.

The 5S system comprise of five simple steps:

- **Sort** – remove the unneeded items from the workplace
- **Set in Order** – a place for everything and everything in its place
- **Shine** – a clean workplace highlights problems
- **Standardise** – find best practice and make it common practice
- **Sustain** – the hard part, how do we keep it going

The Improve Group provides a range of 5S programs designed to suit your company needs. You can choose from the following options:



1. Introductory Workshop

This half day workshop explains the principles of 5S and is suitable for supervisors and team leaders.

- Participants will leave with an understanding of what 5S is and how it works
- Our performance coaches will provide examples of 5S in practice from different industries
- You will be shown a system to make 5S work in your company

2. Certified 5S Training and Implementation Program - led by one of our improvement coaches these two day training sessions are action based. Not only do we show you how to apply 5S in the workplace, we actually get you started with 5S implementation.

- Fully accredited training to Australian and New Zealand unit standards (Certificate in Competitive Manufacturing)
- 2 days of action based training applying 5S in your workplace, we make such a difference you can't go back to the old way
- A 12 week improvement program with optional support

3. 5S Rapid Improvement Event – conducted over a 2-5 day period (depending on work area size) we implement 5S with your team. This program is all action, and will make a significant difference to your productivity levels

Features and benefits of this program:

- Our performance coaches have a proven track record in successful implementation with many industries
- We provide you with all training material, templates and support to ensure that you achieve your identified goals and are capable of self-sustaining future improvement activities.
- Our programs are available throughout Australia and New Zealand, and in many cases qualify for training subsidies.

Don't wait to find out that your competition has left you behind, become an industry leader today with your very own 5S Initiative.

The Improve Group provides experienced facilitators and performance coaches that can make a real difference to your business. Our experience covers many different industries including food and beverage, packaging, printing, manufacture and assembly, metal processing, timber, pulp and paper, chemicals, pharmaceutical, plastics and many more.

Our clients include some of the world's best companies – Toyota, Volvo trucks, Boeing and many more. We have access to the world's best process improvement training resources, and use them regularly during our programs.

For more information visit our website 5S Page at www.improvegroup.co.nz or www.improvegroup.com.au