



## EMS Consulting Group

### **Kaizen Events: 5S, Visual Controls, and Mistake Proofing**

***Description:***

**Course: KAI01**

This course will teach the principles of process Kaizen. Process Kaizen events are highly focused continuous improvement activities that can be used to launch 5-S, TPM, Set-up Reduction/Quick Changeover, and/or Cellular Flow implementation projects. This course will teach you how to implement a kaizen activity and will focus on the process kaizen tools of 5S, visual controls, and mistake proofing (poka yoke).

***Audience***

This course is designed for manufacturing and plant managers, production control managers and supervisors, materials managers and analysts, manufacturing and industrial engineers, industrial managers, operations engineers, purchasing personnel, and anyone involved in the changeover to a lean operation.

***Learning Objectives***

Learn how to implement a kaizen event. Learn how to apply the tools of 5S, visual controls, and mistake proofing using kaizen.

***Benefits***

- Improved productivity
- Improved Quality
- Ability to elicit feedback from shop floor level employees (a valuable source of information)
- Improved employee morale
- Fast Implementation / High impact

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### **Kaizen Events: 5S, Visual Controls, and Mistake Proofing (Cont.)**

#### ***Outline***

- What is Process Kaizen?
- Selecting/Prioritizing Kaizen Events to Perform
- Planning a Kaizen Event
- Implementation
  - Training
  - Documenting Current Condition / Current State
  - Brainstorming
  - Creating Future Condition / Future State
  - Hands-on Implementation
  - Reporting and Follow-up
- 5S
  - Description of the 5 Pillars
  - Relationship Between 5S and Flow
  - Implementing Sort
  - Implementing Set in Order
  - Implementing Shine
  - Implementing Standardize
  - Implementing Sustain
- Visual Controls
  - Overview of Visual Factory
  - Elements of the Visual Factory
  - Waste Elimination: Case Examples
  - Benefits of the Visual Factory
  - How to Use Workplace Organization and Standardization: Five Keys to Workplace Organization
  - Overview of Visual Displays and Controls
- Mistake Proofing Techniques

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