

## 5S / Workplace Organization



**A workshop for everyone with a desire for improvement**

### 5S/ Workplace Organization

This workshop provides an in-depth overview of the 5S system (Sort, Set-in-Order, Shine, Standardize, Sustain). Participants will learn to:

- Discover the 8 Deadly Wastes of business operations
- Understand the difference in workplace appearance and functionality before and after the 5S process has been applied
- Develop skills needed to perform an in-depth audit of workplace organization and standardization
- Become knowledgeable at applying the concepts of sort, set-in-order, shine, standardize and sustain in order to organize a workplace
- Learn to standardize and sustain procedures to maintain and control an organized workplace using visual controls
- Recognize how 5S can help to improve workplace environmental health and safety

Benefits of the 5S system included improved overall quality, work standardization, decreased change over time and improved safety. Among other improvements, manufacturers typically also experience a reduction in storage costs, cycle times and machine downtimes.

**DATE:** Thursday, October 17<sup>th</sup>

**LOCATION:** Three Rivers Safety Center  
1615 W. Jefferson St., Joliet, IL

**TIME:** Noon (lunch provided)  
**PROGRAM:** 12:30 to 1:30 pm

**COST:** \$35.00  
Reservations requested  
RSVP by October 15<sup>th</sup>

**REGISTER:**

<http://bit.ly/TRMA-5S>



**Who should attend:** Work teams; Engineers; Supervisors; Managers; Process Improvement Champions; Operational Leaders; Change Agents

For additional information, contact Kathleen Ament at 815.774. 6071