

Salient Steps to Implement Five S

1. Five S education (Class room Training)
2. Team Formation and Making Roadmap
3. Implementation of 1st S (Seiri)
4. Implementation of 2nd S (Seiton)
5. Implementation of 3rd S (Seiso)
6. Implementation of 4th S (Seiket su)
7. Implementation of 5th S (Shitsu ke)



Salient Steps to Implement Five S

1. Five S education (Class room Training)

Focus Points:

- ❖ All employees to be covered.
- ❖ A mixed audience will add charm
- ❖ This one day program to cover the concepts and the implementation procedures.

New Concept/Uniqueness:

- ❖ Safety shall be added as 6th S.
- ❖ Discussions with pictures and videos will add value to this program.

Challenges:

- ❖ Making program more lively.
- ❖ Making the participants to trust on their ability to bring improvements.

Key Benefits:

- ❖ Paves way for Change management
- ❖ Inspiration
- ❖ Knowledge on concepts and implementation

Salient Steps to Implement Five S

2. Team formation and making road map

Focus Points:

- ❖ CFT approach
- ❖ Reasonable time frame for the implementation of each S.

New Concept/Uniqueness:

- ❖ Fixed-point - photographs.
- ❖ Kaizen approach

Challenges:

NIL

Key Benefits:

- ❖ Recording of the status as on date

Salient Steps to Implement Five S

3. Implementation of 1st S (Seiri)

Focus Points:

- ❖ Identifying the unwanted.
- ❖ Creation of “Red tag areas”
- ❖ Dealing with Hazardous items
- ❖ Correct major problems
- ❖ Deciding the Quantity
- ❖ Deciding the Distance of locations.

New Concept/Uniqueness:

- ❖ Lean in factory, office – more so with Stores

Challenges:

- ❖ Breaking of mind set

Key Benefits:

- ❖ Creation of workspace.
- ❖ Enhanced Safety
- ❖ Cost saving through lean

1st S : Sort

Will continue !