



5S IMPLEMENTATION AT FACTORY

HCM : 18-19/8/2025
HN : 25-26/8/2025



Are you aware of the importance and roles of 5S implementation at the factory?



Are you well-equipped with the knowledge of steps and processes of conducting 5S activities?



Do you know how to check and evaluate the implementation of 5S activities at factory in general and at your section in particular?



Do you know how to discipline your inferiors to obey the regulations of 5S implementation?



OBJECTIVES

- Understand the meaning of 5S and various tools and methods to conduct 5S at the worksite.
- Increase the capability of implementing 5S to the factory by line model practice.



TARGET

- ☐ Staff
- ☒ First-line Manager
- ☒ Middle Manager
- ☐ Top Manager

5S STUDY TOUR AT FACTORY:
HCM : TOSHIBA INDUSTRIAL PRODUCTS ASIA CO., LTD.
HN : VIETNAM NIPPON SEIKI CO., LTD.

- Part 1: Overview of 5S**
- What is 5S (Seiri – Seiton – Seiso – Seiketsu – Shitsuke)?
 - The meaning & benefits of 5S implementation
 - The roles & responsibilities of a leader in implementing 5S activities
- Part 2: Conducting 5S activities at factory**
- 2.1. Seiri (Sort)**
- Make plan and steps to implement “Red tag campaign”
 - Methods of making red tag
 - Why do the unnecessary things reappear?
- 2.2 Seiton (Set in order)**
- Make plan and steps to implement Seiton
 - Visual management techniques (Mapping/ colouring working areas, Using boards for direction and equipment arrangement instruction)
 - 7 principles and guidelines for implementing Seiton
- 2.3. Seiso (Shine)**
- Make plan and steps to implement Seiso
 - ~ Clean, check and prevention process~
 - Methods of making check list
 - Guidelines for implementing Seiso
- 2.4. Seiketsu (Standardize)**
- Maintain and standardize the implementation of 3S.
- 2.5. Shitsuke (Sustain)**
- Discipline employees to obey the regulation of 5S implementation
 - Organize movements promoting 5S activities
- Part 3: Steps to conduct and evaluate 5S activities**
- Develop policies and standards for 5S implementation
 - Standardize the implementation of 5S activities
 - Evaluate the implementation of 5S activities
- Part 4: 5S study tour at factory**
- Visit the process of conducting 5S activities at factory
 - Evaluate the implementation of 5S activities after study tour
- Part 5: Action plan for implementing 5S at factory**

※The above content is subject to change without prior notices.



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In charge Ms. Loan Anh (English, Vietnamese)
Mr. Nagayoshi Tasuku (Japanese)



TRAINING TIME & VENUE

Ho Chi Minh
Time: 18-19/8/2025 (Mon – Tue)
8:30 ~ 16:30
Venue: T Floor, Nam Giao 1 Bldg,
261-263 Phan Xich Long, Ward 2, Phu Nhuan Dist


Ha Noi
Time: 25-26/8/2025 (Mon – Tue)
8:30 ~ 16:30
Venue: 14F, Hapro Building, 11B Cat Linh, Van Mieu-
Quoc Tu Giam Ward



TRAINER

Mr. T. H. A. TUAN

- Over 12 years experience working in Japanese manufacturing company in Vietnam, in which nearly 9 years as a Production Manager of factory. Being Management Representative in organizational systems of ISO 9001 and ISO 14001.
- Being expert with nearly 30 years of experience in Kaizen (Improvement) and Quality Management, used to be trained in Japan, profound experience in Production Training and Consulting for factories.
- Expertise areas: Kaizen, Production Management, Quality Management.



COURSE INFORMATION

[Language] Vietnamese

[Fee] **5,400,000 VND/Person**
(Lunch for 2 days, not including VAT).
For companies with 2-4 participants, a 5% discount is applied & those with 5 or more participants, a 10% discount is available.
(Applied separately for training in HCM & in Ha Noi)

[Method] We applied offline training

[Participants] HCM: 28 people – HN: 30 people
(First-come, first-served basic).

[Registration] Fill in the attached “Application form” and send to AIMNEXT via Email (training-vn@aimnext.com).