



# ASSESSMENT OF 5S IMPLEMENTATION



## Target Client



- Companies want to assess their current level of 5S activities, thereby being able to improve the quality and effectiveness of 5S activities.

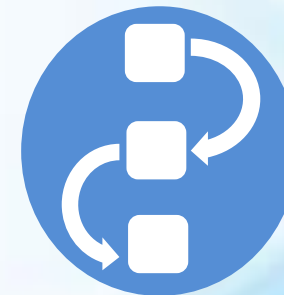
## Expected Result



- Be assessed by experts who have profound experience related to 5S audit and 5S implementation in Japanese, Vietnamese and foreign companies.
- Get feedback and advice from experts about how to improve 5S activities; thereby improving quality, productivity, safety and customer satisfaction, leading to increasing profit.

## Program:

1 day



1

- Consultant meets client's BOD to discuss and finalize the 5S assessment agenda.

2

- Consultant has study tour to assess 5S implementation at the company/factory.

3

- Consultant has meeting with client to announce the result and give feedback and advice.

4

- Aimnext sends general report of 5S implementation at the company, detailed report for each assessed department and suggestion to improve.



【Contact】

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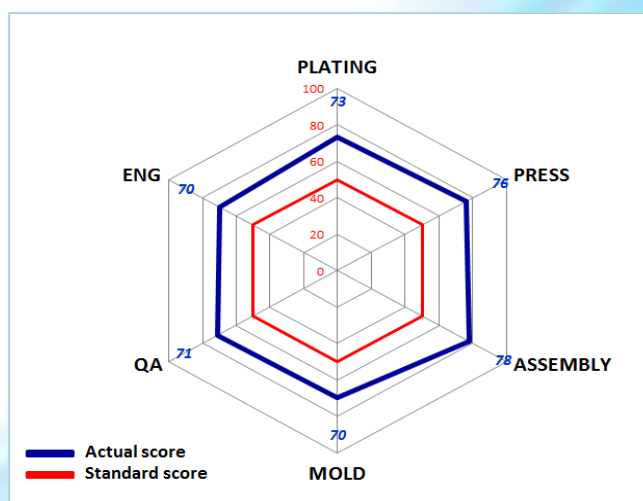
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## Checksheet and Result sample

5S	No.	Item	Criteria	Score				
				0	1	2	3	4
S1 Seiri	1	Semi-finished products, materials	No unnecessary semi-finished products/materials					
	2	Machinery/ equipment	All machine and equipments are regularly used					
S2 Seiton	1	Signboards	Signboards are displayed clearly at the workplace					
	2	...	...					
...	...	...	...					

No.	Department	Score
1	PLATING	73
2	PRESS	76
3	ASSEMBLY	78
4	MOLD	70
5	QA	71
6	ENG	70
AVERAGE		73



## Introduction of "5S coaching program"

After getting the assessment, if client wants to improve their 5S implementation, Aimnext can support them with "5S Coaching program".

### ❖ Target Client

Companies are conducting 5S activities, but wish to improve the quality and effectiveness of those.

### ❖ Expected Result

- Staff will understand the meaning of 5S activities and have deeper knowledge about various tools used for 5S activities.
- Staff will understand how to effectively conduct 5S activities at workplace through PDCA circle.
- Companies will be able to make kaizen in 5S activities and build a more productive and comfortable workplace.



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## Report sample

### 5S ASSESSMENT REPORT

#### I. COMMENT:

##### a) Good points:

- Departments put effort to implement 5S.
- There is layout at workplace.
- There are signboards to locate area.
- The restroom is clean.

##### b) Seiri - points need improving:

- There are some unnecessary items on site. Bravely put red tag on unnecessary or not regularly used items.
- Need to locate an area to store red tag items (not frequently used items) for each area/Department.

##### c) ...

#### II. THINGS TO DO: For details, check files to-do.

BEFORE	AFTER
<b>Issue</b>	<b>Improvement</b>
Consider to equip this section with table	

### ❖ Program: 7 days ~ 4 months

\* Program can be adjusted to client's need.

3 days  
Awareness  
training

- Overview of 5S
- Implementation process of 5S
- Organization and evaluation of 5S
- Study tour at factory
- Action plan

1 days  
Coaching  
x 3 times

- Review action plan and 5S activities of the last 1 month
- Coaching at factory
- Next action plan

1 day  
Summary

- Summarizing all activities and result
- Presentation