

**5S is the key to workplace organization and standardization through visual management. This course teaches the principles and techniques needed to apply 5S and establish visual management systems to improve communication and adherence to standards.**

**Past participants said:**

*“I came from the metal fabrication industry where 5S had been been practiced for years. I’ve probably been through 6 or 7 seminars on 5S and none were as easy to understand as this.”*

*“Implementing 5S in my facility has resulted in great improvements in organization and employee morale.”*

*“At first my techs pushed back but now they love working in a clean and organized environment. It doesn’t hurt that their efficiencies have increased and they are turning more hours!”*

## Implementing 5S

(4 hours)

**Prerequisite:**

*Leading Cultural Change* recommended

**Target Audience**

Owners, General Managers, and Department Managers

5S is a systematic approach to creating and maintaining a clean and manageable work area with the ultimate objective of building a strong foundation for a Process Centered Environment by re-enforcing teamwork, establishing discipline, and producing quick, visible results.

The 5S process is designed to provide a basis for a visual workplace – an environment where any out-of-standard situation is immediately and visually apparent. This allows the situation to be immediately corrected by employees.

A Process Centered Environment is a workplace characterized by a series of interconnecting, interactive processes that allow a product to flow freely, while utilizing the optimal amount of resources. This environment becomes a true culture, marked by a relentless pursuit of waste reduction by the removal of all non-value-adding activities from all aspects of the business. This allows the finished product to be delivered at the right time, right quality, and right cost.

**Are You Experiencing:**

- A cluttered, unorganized workplace
- Employees waste time looking for things
- Tools, equipment, etc. are never where they are supposed to be
- Too much or too little inventory
- Embarrassed to use shop tours as a sales tool

**This Course Will Provide:**

- An understanding of the 5S principles and their benefits
- A proven plan for implementing 5S in a collision facility
- Customizable tools for implementing 5S in your facility
- Tools for training your employees

**Why We Are Different!**

We understand the value of your team’s time and the need to keep your staff in the repair facility maintaining production. Therefore, most classes are modular in format and delivered locally.

Instructors are AkzoNobel employees whose only responsibility is business improvement for our customers. This interprets into great depth of knowledge and increased learning for students.



# Implementing 5S

## A Building Block of Process Centered Environments



### Investment Analysis\*

#### Implementing 5S

##### Assumptions

Current Sales (Monthly)	\$100,000
Current Efficiency	150%
Current Gross Profit Margin	39%
Current Overhead Expense to Sales	28%

Profit Drivers	Service Impact	Monthly Profit Change
Sales	N/A	\$0.00
Efficiency**	1.0%	\$260.00
Direct Cost (as a % of sales)	-0.25%	\$250.00
Overhead Expense (as a % of sales)	N/A	\$0.00
<i>Total</i>		<i>\$510.00</i>

##### Investment

Service Cost	\$0.00
Salary & Benefits (service execution)	\$75.00
Travel	\$100.00
Salary & Benefits (implementation)	\$1,000.00
Other Implementation Costs	\$500.00
<i>Total</i>	<i>\$1,675.00</i>

##### Your Potential Return on Investment

Annual Operating Income Improvement	\$6,120.00
Investment	\$1,675.00
Return on Investment (\$)	\$4,445.00
Return on Investment (%)	265%
Investment Breakeven in Business Days	69



\* This analysis is not a financial guarantee. It assumes proper and complete implementation of concepts and recommendations offered.  
 \*\* Profit improvement from an increase in efficiency is expressed through an increase in sales.