



## #Public Training/Workshop#

# KAIZEN

(Continuous Process Improvement )

*"The Art Of Adventure For Lifelong Learning"*

### INTRODUCTION :

- There is an old Japanese saying which says that "If you don't see your Japanese friend for 3 days, please take a close look at him when you see him next, because he would have CHANGED!"
- Continuous improvement to the Japanese is a way of life. Thus, Kaizen is a Japanese concept which has pushed Japanese organizations to perform exceptionally well in a short span of time. This 2 day program will address all pertinent issues relating to continuous improvement.

### WHO SHOULD ATTEND :

- Supervisors,
- Production Staff,
- Officers
- Operations Staff
- All positions that need improvement



### METHODOLOGY :

- Interactive lecture presentation
- Case studies
- Individual exercises
- Group assignments and discussions
- Workshop style activities

### PROGRAM SCHEDULE :

Registration	: 8.30am
Morning Session	:9.00am-10.30am
Morning Break	:10.30am-10.45am
Lunch	:1.00pm-2.00pm
Afternoon Session	:2.00pm-3.30pm
Afternoon Break	:3.30pm-3.45pm
End	:5.00pm

### Date:

13 - 14 April 2016

### Duration:

2 days (9am - 5pm)

### Medium:

English & Bahasa Melayu

### Venue:

Ambassador Row Hotel Suites

### Trainer:

Encik Ikmal Hisham bin Mohd Hashim



## COURSE CONTENT

### DAY 1

#### **Session 1 :Introduction of Terms & Definitions**

- The Kaizen terminology
- Background and origin of Kaizen
- The benefits of Kaizen implementation

#### **Session 2 :The Kaizen Concept**

- Why continual improvement is necessary?
- The Japanese Miracle
- Kaizen – The Concept!
- Kaizen and the suggestion scheme
- Kaizen – The Practice!
- Kaizen philosophies and principles

#### **Session 3 :Establishment of Kaizen Program**

- Where does continual improvement start?
- Which functions are involved?
- The 3 classes of Kaizen implementation
- Defining roles and responsibilities
- The critical success factors
- Model for managing Kaizen

### DAY 2

#### **Session 4 :Kaizen & the Organizational Culture**

- Detection to prevention – a culture change
- Resistance to change
- Overcoming resistance to change

#### **Session 5 :Implementing the Kaizen Program**

- Kaizen principles to remember
- Communication and Kaizen understanding
- Setting the Kaizen teams
- Kaizen teams in action
- Kaizen checklist to gauge your organization

#### **Session 6 :Solving Live Problems Brought to the Seminar by Participants**

- How to integrated Total Quality/Asset/Service/Flow Management?
- KAIZEN approaches to problem solving
- Feedback, Post Test and Evaluation

**End of Program**



## TRAINER PROFILE'S

**J Emmanuel Michael** B.Eng (Hons), M.Eng, CAE is a Technical Training Consultant who has attained a Bachelors in Engineering with honours from the Queens University of Belfast, United Kingdom and Masters in Engineering majoring in Failure Assessment & Analysis (Man, Machine, Measurements, Methods, Material & Safety) from the University of Malaya, Malaysia. Joseph has undergone Six Sigma black belt training from Smarter Solutions Inc. and is certified by Pembangunan Sumber Manusia Berhad.

Joseph has more than 28 years of experience with a long career in Training & Development as well as has:

- Provided technical training for personnel from of approximately 20 multi-national and 500 local companies;
- Trained and developed programs for an entire workforce of 3000 people consisting management, executives and operations.

Joseph specializes in Training Need Analysis for Technical & Non Technical Personnel, Critical Problem Solving & Trouble Shooting, Developing Improvement and Value Added Solutions, Development & Managing Technical People, Train The Technical Trainer, TQM, TPM, New Techniques in Preventive Maintenance, Product & Performance Measurement Assessment and Management Development Program (Stress, Time, Change & Operation Mgt).

With a passion to train and build a professionally firm platform for technologists and executives, Joseph has various innovative courses specially designed in English and Bahasa Malaysia to meet industrial goals.

He has trained personnel from numerous companies including Dunlop Malaysia, SIRIM Bhd, Rubberflex Bhd, MARDEC Bhd, Mattel (KL) Sdn Bhd, Fujitsu Component (M) Sdn Bhd, Penang Port Sdn Bhd, Intel Technology Sdn Bhd, Perwaja Steel Sdn Bhd, Petronas Gas & Refineries Sdn Bhd, Unisem (M) Sdn Bhd, PKNM, Perusahaan Otomobil NSL Sdn Bhd, Sony TV Industries Sdn Bhd, RJ Renolds Tobacco Co. Sdn Bhd, MOX, IRIS Corporation Bhd, Samsung SDI (M) Bhd, Sunrise Bhd, Malayawata Steel Bhd, IRIS Technologies (M) Sdn Bhd, Antah Schindler, Blue Wave Hotel, etc.

Joseph is a certified trainer with PSMB (TTT C/No: 0044) and has obtain Master Trainer status with a Diploma in TAA (Australia)

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### PUBLIC TRAINING CALENDER Jan - Mar 2016

Month	Program	Date	Place	Promotion - Early Reg
JAN	<a href="#">Quality Performance Indicator for Accounting Personnel</a>	6-7 Jan	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 29 December 2015
	<a href="#">Air-Conditioning And Refrigeration System Operation &amp; Trouble Shooting</a>	13-14 Jan	Monterez Golf Club	Discount 20% Before - 4 January 2016
	<a href="#">Rigging &amp; Slinging</a>	18-19 Jan	Monterez Golf Club	Discount 20% Before - 6 January 2016
	<a href="#">EQ &amp; Stress Management</a>	20-21 Jan	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 8 January 2016
	<a href="#">Product Brand Management</a>	27-28 Jan	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 18 January 2016
Please call us NOW if you are entitle for special promotion +603-5542 0023 (Hunting Line)				
Feb	<a href="#">Budgeting and Planning</a>	3-4 Feb	Monterez Golf Club	Discount 20% Before - 22 January 2016
	<a href="#">The Science &amp; Art Of Coaching For Managers</a>	15-16 Feb	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 5 February 2016
	<a href="#">Finance For Non Finance</a>	17-18 Feb	Monterez Golf Club	Discount 20% Before - 5 February 2016
	<a href="#">Excellence Business Communication &amp; Negotiation Skills</a>	22-23 Feb	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 10 February 2016
	Effective Domestic Inquiry Skills	24-25 Feb	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 12 February 2016
Please call us NOW if you are entitle for special promotion +603-5542 0023 (Hunting Line)				
Mar	<a href="#">Higher Productivity &amp; Effective Supervisory Skill</a>	2-3 Mar	Ambassador Hotel Suite , Lanson Place	Discount 20% Before - 19 February 2016
	<a href="#">Design Of Experiment (DOE) For Quality Improvement</a>	7-8 Mar	Monterez Golf Club	Discount 20% Before - 26 February 2016
	<a href="#">Microsoft Excel</a>	16-17 Mar	KL Sentral , KL	Discount 20% Before - 4 March 2016
	Writing Good Business Documents and Reports	21-22 Mar	Monterez Golf Club	Discount 20% Before - 11 March 2016
	<a href="#">Lean Six Sigma</a>	28-29 Mar	Ambassador Hotel Suites , Lanson Place	Discount 20% Before - 18 March 2016

# HRDF Claimable

Please call us NOW if you are entitle for special promotion +603-5542 0023 (Hunting Line)

[Visit Our Web for Public Training Department NOW !](#)



# Registration Form

## KAIZEN

(Continuous Process Improvement)

**DATE:** 13 - 14 April 2016. **VENUE:** Ambassador Row Hotel Suites

PLEASE COMPLETE THIS FORM AND EMAIL :

amirul@aslpublicworkshop.com or **FAX :** +603 - 5548 0024

### PARTICIPATION FOR TWO DAYS WORKSHOP FEE :

Price : RM 1780.00

Register Before : 28 April 2016 For 20 % Discount

**Ask An Incredible Offer From Us !!!**

#### PARTICIPANT'S NAME :

Name : \_\_\_\_\_

Position: \_\_\_\_\_ Dept: \_\_\_\_\_

DL : \_\_\_\_\_ HP: \_\_\_\_\_

Email: \_\_\_\_\_

Name : \_\_\_\_\_

Position: \_\_\_\_\_ Dept: \_\_\_\_\_

DL : \_\_\_\_\_ HP: \_\_\_\_\_

Email: \_\_\_\_\_

Name : \_\_\_\_\_

Position: \_\_\_\_\_ Dept: \_\_\_\_\_

DL : \_\_\_\_\_ HP \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ Postcode: \_\_\_\_\_

Tel : \_\_\_\_\_ Fax: \_\_\_\_\_

Authorization (Signatory must be authorized on behalf of the company)

Name: \_\_\_\_\_

Position: \_\_\_\_\_ Department : \_\_\_\_\_

DL: \_\_\_\_\_ Email : \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This booking is invalid without a signature & company stamp.

### TERMS & CONDITIONS:

1. Workshop Fee is not inclusive of accommodation and transportation

2. Fees are inclusive of program materials and refreshments.

3. Payment Terms - Following completion and return of the registration form, full payment is required within Ten (10) working days upon the issuance of invoice or a letter of undertaking( LOU ). Payment or LOU must be received prior to the conference/ training date. A receipt will be issued on payment. Due to limited conference/ training seats, we advise early registration to avoid disappointment.

**4.CLIENT'S CANCELLATION/SUBSTITUTION** Client's cancellation must be received in writing by MAIL or FAX two (2) weeks prior to the event in . All bookings carry a 50% cancellation liability should the notice given is less than two(2) weeks. and 100% cancellation liability 4-days prior to the event Non-payment or non-attendance does not constitute cancellation.

( However, complete set of documentation will be sent to you. Substitutions are welcomed at any time. All cancellations of registration must be made in writing )

5. If, for any unexpected circumstances or reasons that ASL Group decides to postpone this event, the client hereby indemnifies and holds ASL Group harmless from any cost incurred in by the client. The event fee's will be refunded,

ASL Group reserves the right to change the content without notice.

6. Copyright etc. - All Intellectual Property rights in all materials produced or distributed by group in connection with this event is expressly reserved and any unauthorized duplication, publication or distribution is strictly prohibited.

7. Important note: In the event that if ASL Group permanently cancels the event for any reason whatsoever, (Including, but not limited to any force majeure occurrence) and provided that the event is not postponed to a later date nor is merged with another event, the client shall receive a refund for the amount that the Client has paid to such permanently cancelled event.

8. All Payment should Be Made to :

**ASL Training & Consultancy Sdn Bhd.**

COMPANY STAMP

