



Public Training/Workshop#

LEAN SIX-SIGMA

(ELIMINATE WASTE WITH A PERFECT STRUCTURED TECHNIQUES)

"The Art Of Adventure For Lifelong Learning"

Program Overview :

OBJECTIVE : Advance understanding of Lean Six Sigma Concept

LEARNING OUTCOME

Participants will be able to :

- Enhance business efficiency by reducing waste, Cost cuttings and lowering Overhead
- Understand application of Lean Six Sigma projects in your organization
- How to apply Lean Six Sigma thinking to your day-to-day activities

METHODOLOGY :

- Lecture and Case Study according client process flow
- This program is divided into several sub topics. Each sub topic will be discussed within 1 hour with some activity involved.



Date:

Please refer to our WEBSITE

Duration:

2 days (9am - 5pm)

Medium:

English

Venue:

Who will benefit :

Manager level in any department
Senior Executive
Human Resources Executive
Production Executive
Quality Assistance Executive
All Level in Manufacturing.

Program Schedule :

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



COURSE CONTENT

SESSION 1 :Principle of Lean Thinking

Understand the BASIC Lean concept, which is simply a method of streamlining a process, resulting in increased revenue, reduced costs and improved customer satisfaction. Organization, which face rising cost and competition must transform into Lean.

SESSION 2 :Mental Models

Understand the 5 basic mental models (mind sets); Techno-centric, Customer-Centric, Business-Centric, Personal-Centric and Innovative-Centric. Learn the 4 basic steps to changing mental mindsets. Understand the 5 forces, which influences these mental models.

SESSION 3: Lean Management System

Understand the basis in deploying Lean Management System. The key components that make difference are :

- Alignment of goals
- Disciplined adherence to process
- Standard Work / Standard Time
- Visual Management (basis of 5S)
- Coaching for Continuous Improvement (Kaizen)

SESSION 4 :Basic Lean Tools

Understand basic LEAN tools such as; Value Stream Map (VSM), Spaghetti Chart, Swim Lane Chart which is commonly used to identify NVA (Non Value Add) from with the work process. By understanding this basic tools, participants are able to use immediately to identify NVA.

Activity : Plotting VSM, Spaghetti Chart & Swim Lane Chart

SESSION 1 : The Lean Six Sigma DMAIC (Define, Measure, Analyze, Improve, Control)

Understand the most basic and powerful Lean Six Sigma process improvement methods. It's the backbone of Six Sigma methodology. DMAIC delivers sustained defect-free performance and highly competitive quality costs over the long run.

Step 1 – Define, Step 2 – Measure, Step 3 – Analyze, Step 4 – Improve, Step 5 – Control

Other related tools such as Pareto Chart, Fishbone Diagram, 5 WHY Analysis, Histograms, tree Diagrams etc will be introduce as tools in Step 3.

Activity : Plotting DMAIC

SESSION 2 : Lean Six Sigma Management System

It's a combination of 2 methodology; Lean Methodology and Six Sigma Methodology. In combination, its focuses on wastes by staffs in completing their daily tasks, looking into business process bottlenecks which further slower down a business process significantly and focusing on Total Customer Satisfaction. Use Lean basic tools for improvement and Six Sigma as key indices for monitoring.

SESSION 3 : Critical Success of Lean Six Sigma Implementation

Understand some tips on method to transform worker's "think & behave". This session will help to facilitate the lean startup and its sustainability. Getting the right management strategy will ensure success implementation.

Activity : Case Study on Critical Success Factor

Q&A Session : Free Discussion

MODULE :Lean (Intermediate)

Topic 1 :Why Lean as KAIZEN Tools

Recapping Lean and its usefulness in today's business operation. Looking at KAIZEN holistically by understanding normal Kaizen activity versus Lean.

Topic 2:Understand WASTE

Get to understand the basic 7waste. Learn its definition in depth. Proper understanding will lead to simple and easier identification of internal waste. Look into NVA (non value added) activities.

ACTIVITY :Understand "YOUR COMPANY" Waste / NVA

Participant shall identify company internal waste and relate it with the basic 7 waste.

Topic 3 : DMAIC

Understand the most basic and powerful Lean Six Sigma process improvement methods. It's the backbone of Six Sigma methodology. DMAIC delivers sustained defect-free performance and highly competitive quality costs over the long run.

Step 1 – Define, Step 2 – Measure, Step 3 – Analyze,

Step 4 – Improve, Step 5 – Control

Other related tools such as Pareto Chart, Fishbone Diagram, 5 WHY Analysis, Histograms, tree Diagrams etc will be introduce as tools in Step 3.

Activity : Plotting DMAIC

Topic 4 :Lean Tools Fundamentals

Learn the most valuable tools in Lean Management. Understand its underlying basic and learn how to apply the tools.

- Value Stream Map
- (Understand symbols for VSM)
- Spaghetti Chart
- Swim Lane Chart
- TAKT Calculations Cycle Time
- Yamazumi Chart

Activity : All tools

WORKSHOP 1 :Practical Lean 1 (ACTIVITY)

A scenario will be given to participants. Participants need to make plan, plot, measure, identify waste, and make improvement. All tools in Topic 4 will be assessed through this activity.



COURSE LEADER



Nizam Amin is an experienced trainer, motivator as well as in coaching. He has more than 20 years of experience in Quality Assurance, Production, Sales & Marketing and Business Development.

He started his career in SHARP Japan as Quality Assurance Engineer before being transferred to Malaysia factory. There he initiated QCC programs and was the member of ISO 9002 set up committee. He was in-charge of Total Quality Management system in the organization. He later moved on to UNISEM as a Senior Process Engineer where he started the first A.I. Automated Inspection System for the Back-End-Process. He was in charge of Process Engineering and Process Improvement activities in the company. Climbing the ladder of management, he joined TEKNOKRAF as Operation Manager. There he helped to developed the Fiber Glass business and improved manufacturing process as well as Quality Control activities. He helped to built business relationship with GLC like Telekom Berhad and PLUS Expressways Berhad.

He then joined OMRON as Production Manager where we was in charges of Product Costing, Assembly Production, Injection Molding Process and Metal Stamping Process. He was also the ISO 9001 & ISO 14000 auditor. As part of his final quest before starting his own business, he joined MIMOS Berhad as International & Sales Marketing. He helped to built relationship with many International companies, namely, INTEL, UNIGEN and other government GLCs.

With local and overseas experiences, his modules are excellent and applicable for all industries in the borderless business environment.

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Registration Form

LEAN SIX-SIGMA

(ELIMINATE WASTE WITH A PERFECT STRUCTURED TECHNIQUES)

Date : *Refer to our WEBSITE* | Venue:

PLEASE COMPLETE THIS FORM AND EMAIL / FAX TO US EMAIL :

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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 7-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)

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