



EXPANDING FUTURE SUCCESS THROUGH LEAN MANUFACTURING PROGRAM

"We Make Learning More Adventure"

OVERVIEW

Surviving to be a profitable, competitive and excellence organization's today, need more that just the best product and services. Organization needs to continuously strive to exceed customer expectations, continuously adapt to changes and be prepared to make faster improvement.

The Lean Manufacturing program is actually an initiatives that helps organization **to increase their profit by improving productivity and quality through cost reduction, waste elimination and continuous improvement focus on process enhancement, machine maintenance and layout management** in all processes at levels throughout the organization.

Lean Manufacturing that is adopted from Toyota Production System has proven to be successful in helping organization optimizing their employee potentials, expanding machine lifetime, improving products and services and etc. These improvement will be delivered through various Lean Manufacturing projects at all levels in the organization.

Date : 8-9 May 2017 & 12-13 Sept 2017
Duration : 2 days, (9am – 5pm)
Venue : Vistana Hotel, KL
Medium : English
Trainer : Pn. Tooty Jamaluddin

METHODOLOGY :

- Interactive Lectures
- Discussion, Group Dynamics & Workshops
- Case Studies
- Simulation and games
- Learning Debriefing
- Video
- Individual/Group Presentation
- Templates

Who Should Attend?:

This course is specifically developed for managers, assistant managers, superintendents, supervisors, team leaders, coordinators, officers and specialists responsible for: operations, procurement, purchasing, supply chain, logistics, production, manufacturing, warehousing, inventory, quality, R&D, project, business improvement, process improvement, plant, utilities, applications, performance.

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



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COURSE CONTENT

LEAN MANUFACTURING—TOOLS & TECHNIQUES

WORKSHOP

Introduction

Lean Manufacturing is the customer focus concept that embark on waste elimination and 'unnecessariness' at all level in the organization in an attempt to reduce cost and increase productivity. Eliminating waste and non value added activities in the operations, processes and value stream will help organization to deliver good product and services to customers.

In order to eliminate waste and unnecessary activities in the value stream, employees need to have the right tools and proper strategy. This workshop will introduce participants to the various Lean tools & techniques that they can select and use in their waste elimination project.

Objectives

In this program participants will be introduced to the Lean Manufacturing concept, philosophy, history and etc. They will be exposed to the two pillars of Lean that is JIT (Just in Time) and JIDOKA (Build in Quality). Then, they will also learn how to draw the value stream and identify the waste or non-value added activities and look at ways to eliminate them. Participants will also be group to deliver the Lean project as part of waste elimination activities. Then, there are takt time planning, continuous flow, quick changeover and others that can be used to ensure JIT (Just in Time) process and production. Participants will also learn how to do continuous improvement project. As the team they will be exposed to 5 why's analysis, data collection plan, brainstorming, creative thinking and etc. Furthermore, they will also learn how to make problem visible and ensure only the best quality product goes to customer by applying the JIDOKA concept. Continuous effort to eliminate waste will help to create a conducive working environment and ensure organization success in the business world.

Areas Covered:

- Introduction to Lean Manufacturing
- The two pillars of Lean : JIT AND JIDOKA
- Understanding the Lean philosophy
- Identifying Value Added Activities vs Non Value Added Activities in the value stream
- Identifying 8 Types Of Waste (Overproduction, Excess Inventory, Transportation, Over Processing & etc)
- Strategy Used to Reduce Wastes
- Why Lean Manufacturing Fails
- Recapitulation of Lean Manufacturing & Lean Principles
- Value Stream Mapping: Identifying Value Added Activities vs Non Value Added activities
- Waste identification and it's countermeasures
- Lean tools & techniques
 - ⇒ Visual management
 - ⇒ Kaizen
 - ⇒ Problem solving (data collection, data analysis, root causes identification & etc)
 - ⇒ Andon
 - ⇒ Mistakes proofing and many others



COURSE LEADER

TOOTY JAMALUDIN



Tooty started her career as a consultant for Malaysian Productivity Corporation from 1999 until 2009. She later joined MTDC as Assistant Vice President for grant evaluation unit before joining Ideal Connectors (IC) as an Executive Consultant.

As consultant, she is heavily involved in providing training and consultancy services towards meeting the customers' needs and requirements. Tooty focuses on programme involving productivity and quality improvement such as implementation of effective 5S practices, assisting Innovative and Creative Circles (ICC) projects, assisting organization in quality management system ISO 9000 series, ISO 14000 and OSHAS 18000 manuals, procedures and audit preparations.

She was also involved in audit activities such as 5S certification audit and Grant Evaluation audits both for MPC, MTDC and SMIDEC. Her customers are both private and public sectors like Nestle, Ipoh Specialist Hospitals, FAMA, Tenaga Nasional Berhad, MINDEF, Kastam Diraja Malaysia, Kementerian Penerangan and etc. She also has been invited to be a judge for ICC convention organised by both private and public sectors.

Academically, Ms Tooty holds MBA from UIAM specializing in Strategic Management, while her first degree was BSC (Hons) Statistics as well as Diploma in Statistics from UITM. During her tenure with MPC and MTDC, she had numerous opportunities to attend various training courses locally and abroad.

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Registration Form

LEAN MANUFACTURING

Date : 14-15 Mar, 16-17 May, 1-2 Nov 2017 | Venue: Vistana Hotel, KL

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

icare@asl-solutions.com ; shafi@asl-solutions.com

FAX : +603-5545 1978 ; TEL : +603-5542 0023 (Hunting Line)

PARTICIPATION FOR TWO DAYS WORKSHOP FEE :

RM 1480 Per Pax (Normal Price)

GROUP REG: RM 1,110 PER PAX!!

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Name : _____

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Name : _____

Position: _____ Dept: _____

DL : _____ HP: _____

Email: _____

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Address _____

City: _____ Postcode: _____

Tel : _____ Fax: _____

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

Person In Charge:

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 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)

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,

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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



PUBLIC TRAINING CALENDAR JAN - DEC 2017

PROGRAM / COURSE	DURATION (DAY)	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Effective Budgeting & Cost Control Training	2		15 - 16					18 - 19					5 - 6.
Finance Management Course for Non-Finance Professionals	2		22 - 23						16 - 17				5 - 6.
Quality Performance Indicator For Accounting Personnel	2		22 - 23								10 - 11.		
Human Resource Management Training	2	11 - 12.								19 - 20			
Training Needs Analysis	2				18 - 19							1 - 2.	
5 Star Customer Services	2			29 - 30							24 - 25		
Managing Customer & Complaints	2		15 - 16							26 - 27			
Leaders of 21st Century	2	18 - 19										21 - 22	
Management, Leadership and People Skills for New Leader & Executive	2				18 - 19					12 - 13.			
Higher Productivity & Effective Supervisory Skills	2							11 - 12.					12 - 13.
Kepimpinan & Penyeliaan Yang Berkesan	2	25 - 26											
People Skill For Making Result	2	18 - 19										21 - 22	
Sefiasaha Cemerlang 2017	2				19 - 20				9 - 10.				
Positive Attitude At Work	2					18 - 19		25 - 26					6 - 7.
Bengkel Sikap Kerja Positif	2					18 - 19							
EQ & Stress Management	2				25 - 26								11 - 12.
Pengurusan Rekod Dan Fail Yang Efektif	2			22 - 23		16 - 17						13 - 14	
Pengurusan Stor Dan Inventori Berkesan	2			22 - 23		16 - 17						13 - 14	
Pengurusan Masa, Multitasking & Tekanan Secara Efektif	2								22 - 23		23 - 24		
Behavioral Interview Technique	2					22 - 23					10 - 11.		
Recruitment & Selection Training	2					22 - 23					10 - 11.		
Professional Sale Excellence	2	25 - 26											
Closing Sale With The Power of Profiling	2				18 - 19								13-14.
Jom Jadi Kreatif!	2			22 - 23						26 - 27			
Excellent Business Communication Skills (Using NLP)	2					23 - 24							
Kemahiran Interpersonal (NLP)	2									7 - 8.			
Writing Good Business Documents & Reports	2	11 - 12.						11 - 12.					
Professional Grooming	2		22 - 23									3 - 4.	5 - 6.
Microsoft Excel Training (Intermediate)	2				11 - 12.					22 - 23			
Microsoft Excel Training (Advance)	2				11 - 12.					22 - 23			
Communicating In English - Speak Well, Present Yourself Well	2					3 - 4.							4 - 5.
Awareness On Rigging & Slinging Training	2			8 - 9.							10 - 11.		
14 Quality Tools For Decision Making & Process Improvement	2			14 - 15									1 - 2.
Poka Yoke - Achieving Zero Defects in Production Operation	2									26 - 27			
Expanding Future Success Through Lean Manufacturing Program	2					8 - 9.				12 - 13.			

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