



## **SIRIM 5:2023 GREEN 5S INTERNAL AUDITING TRAINING**



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**Course Title:** SIRIM 5:2023 Green 5S Internal Auditing Training

**Course Validity:** 2 Days

**Validity:** Not Applicable

**HRD Corp Scheme:** Claimable

## **INTRODUCTION**

This training provides participants with the knowledge and competencies required to conduct effective internal audits based on the SIRIM 5:2023 Green 5S standard. It covers the Green 5S framework, environmental integration, audit principles, audit planning, checklist development, evidence gathering, reporting and follow-up. Participants will learn how to evaluate the effectiveness of Green 5S implementation, identify gaps, recommend improvements and support continual improvement through structured internal audits.

## **OBJECTIVE(S):**

- Understand SIRIM 5:2023 Green 5S requirements and environmental elements.
- Learn auditing principles according to ISO 19011 guidelines.
- Develop skills to plan, conduct and report Green 5S internal audits.
- Use audit checklists to assess each of the five Green 5S pillars.
- Evaluate environmental performance, waste reduction and housekeeping controls.
- Identify audit findings, nonconformities and improvement opportunities.
- Strengthen Green 5S governance and sustainability performance.
- Support organisational readiness for SIRIM assessment and continuous improvement.

**TARGET GROUP(S):**

- Green 5S Committee and Internal Auditors
- Safety, Health and Environmental Teams
- Quality and Continuous Improvement Teams
- Production, Warehouse and Facilities Personnel
- Supervisors, Managers and Process Owners
- Anyone responsible for conducting 5S or Green 5S audits

**ENTRY REQUIREMENT(S):**

- Able to read, write and communicate verbally in Malay/English

**TOPIC(S):**

1. Introduction to SIRIM 5:2023 and Green 5S Framework
2. Understanding the Five Green 5S Pillars and Environmental Elements
3. Audit Principles and Auditor Competence (ISO 19011)
4. Audit Planning: Scope, Criteria and Audit Schedule
5. Developing Green 5S Audit Checklists
6. Conducting the Internal Audit: Interviews, Observation and Evidence
7. Identifying Findings, Nonconformities and Improvement Areas
8. Audit Reporting and Corrective Action Follow-Up
9. Evaluating Green 5S Environmental Performance and Waste Reduction
10. Case Studies and Green 5S Internal Audit Simulation

**LIST OF REFERENCE BOOK(S):**

- SIRIM 5:2023 Green 5S Standard
- ISO 19011: Guidelines for Auditing Management Systems
- 5S and Lean Workplace Organisation References
- Environmental Management and Waste Reduction Guides

**LIST OF TEACHING AID(S):**

- LCD projector
- Green 5S audit templates
- Sample Green 5S documentation and visual tools
- Case study worksheets
- Flip chart or whiteboard

**METHODOLOGY(S):**

- Interactive lecture
- Group discussion
- Audit simulation
- Case studies
- Documentation walkthrough

## TRAINING SCHEDULE

### Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 10:15 am	Topic 1: SIRIM 5:2023 and Green 5S Framework
10:15 am – 10:30 am	<b>Morning Tea Break</b>
10:30 am – 12:30 pm	Topic 2–3: Green 5S Pillars and Audit Principles
12:30 pm – 1:30 pm	<b>Lunch Break</b>
1:30 pm – 3:00 pm	Topic 4: Audit Planning and Audit Schedule Development
3:00 pm – 3:15 pm	<b>Afternoon Tea Break</b>
3:15 pm – 5:00 pm	Topic 5: Developing Green 5S Audit Checklists

## TRAINING SCHEDULE

### Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 10:15 am	Topic 6: Conducting the Internal Audit
10:15 am – 10:30 am	<b>Morning Tea Break</b>
10:30 am – 12:30 pm	Topic 7–8: Audit Findings, Reporting and Corrective Actions
12:30 pm – 1:30 pm	<b>Lunch Break</b>
1:30 pm – 3:00 pm	Topic 9: Evaluating Environmental and Waste Reduction Performance
3:00 pm – 3:15 pm	<b>Afternoon Tea Break</b>
3:15 pm – 5:00 pm	Topic 10: Green 5S Internal Audit Simulation Workshop