

Training Course Specification

Course Title	5S Training
Course Description	This training course provides participants with the tools and knowledge to implement the 5S methodology in their workplace to enhance organisation, improve efficiency and promote a culture of continuous improvement. Based on lean principles, 5S focuses on Sort, Set in order, Shine, Standardise and Sustain, aiming to reduce waste, optimise workflow and improve safety.
Course Duration	4 hours
Max no of participants	12
Who should attend	Managers, Supervisors, Front Line Leaders and employees involved in process improvement
Pre-requisites	N/A
Course Content	 Understand the 5S methodology and its benefits for workplace organisation Implement the 5S principles to improve efficiency and reduce waste Identify opportunities to eliminate clutter and streamline processes Create standardised procedures for maintaining organised workspaces Foster a culture of continuous improvement and sustain 5S practices long term
Assessments	Delegates will be continuously assessed throughout the course, to ensure they have met the learning outcomes. Learning objectives are also reinforced through written answers.
Course Costs	TBA – Quote upon request

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