



**Three Days Training  
(Non Residential)  
On  
Five S  
Workplace Management**

**26<sup>th</sup> to 28<sup>th</sup> February, 2024**

**Time : 9.00 A.M. to 5.00 P.M.**



**Organized by  
QUALITY CIRCLE FORUM OF INDIA  
ANKLESHWAR CHAPTER**

Opp. State Bank of India (Main Branch)  
Near Chauta Naka, Station Road, ANKLESHWAR - 393 001  
Tel. : 02646 – 247 461 Mobile: 9376951619 / 9375233039  
E-mail : qcfi.ank@gmail.com

## **Programme Objectives :**

- To develop Five-S trainers to undertake in house Five-S training, implementation, audit and evaluation in their organization.
- To understand philosophy, basic concept and to know systematic implementation of Five-S Concept of Workplace Management.
- To be able to design and structure check list in concerned work areas in the organization for its effective implementation.
- To develop better understanding of sustenance system.
- Propagate & train for new system of 5S Certification and Surveillance Audits with ease and confidence.
- Enhance skill development & observation abilities of 5-S Trainer.
- Learning of group dynamics and team synergy for Total Employee Involvement for Five-S implementation.

## **Methodology :**

Learning through lectures, Interactive Sessions Demonstration, Case Studies and Syndicate Exercise in an organization.

## **Five-S Trainer's Certificate :**

Five-S Trainer's Certificate will be awarded to the participants after passing a test at the end of the training programme. Selected participants can enrol for Trainers' Training Programme.

## **Programme Outline :**

1. Concept of Five-S for Workplace Management.
2. Method for 5S implementation for JUSE Certification.
3. Preparation of Five-S micro level check list for different workplaces.
4. Intensive training on audit system of 5S.
5. Syndicate practical exercise of Five-S audit.
6. Training and presentation skill development.
7. To understand the evaluation criteria of Self-Audit, Management Audit and QCFI-JUSE certification Audit.

## **Participants Profile :**

- ❖ Those who are involved in Five-S activities and who are willing to be Trainers on 5S i.e. 5-S coordinators / 5-S zone leader/Deputy leader/Member etc.

## Language :

☞ The language of programme will be English / Hindi.

## Faculty: Renowned Five-S Lead Auditor

**Shri D.K. Srivastava, Executive Director, QCFI HQ**

## Programme Coordinators :

1. Mrs. Alka Kale, Treasure, Mob. 9375233039  
QCFI-Ankleshwar Chapter, Ankleshwar.
2. Dr. Purvi Naik, Governing Council Member, Mob. 9638676500  
QCFI-Ankleshwar Chapter, Ankleshwar.

## Date & Time :

❖ 26<sup>th</sup> to 28<sup>th</sup> February, 2024 : 9.00 A.M. to 5.00 P.M.

## Fees

- ☞ Rs.9000/- per participant + GST @ 18% = Rs.10620/-.
- ☞ Course Fee includes training material, Tea/Snacks & working Lunch.

## Discount

- ☞ 10% Discount for QCFI-Life Members.
- ☞ 5% Discount for 3 or more participants from QCFI - Institutional Member organizations, however, Potential Members may enrol as members and avail benefit of discount.

## Venue

Hotel Lords Plaza, Station Road, Ankleshwar

Tel: 02646-239444/237685

## Enrolment

Please mail the list of names of participants along with local cheque/ Demand Draft in favour of '**Quality Circle Forum Of India**' payable at Ankleshwar.

**LAST DATE FOR REGISTRATION: 15<sup>th</sup> February, 2024.**

**Bank Account Name: Quality Circle Forum of India, Ankleshwar**

**Name of the Bank: Axis Bank Ltd, Ankleshwar.**

**Account No 912010042022621 GST No: 24AAAAQ0008PIZP**

**PAN : AAAAQ0008P**

**REGISTRATION FORM**  
**For**  
**Three Days Training**  
**On**  
**Five S – Workplace Management**

Sr. No.	Name	Designation	Mobile
1			
2			
3			
4			
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8			
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10			

**(NON RESIDENTIAL)**

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Cheque/Demand Draft No.: \_\_\_\_\_ Date: \_\_\_\_\_

Amount: \_\_\_\_\_ Rs. (in words): \_\_\_\_\_

Bank : \_\_\_\_\_

Branch : \_\_\_\_\_

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

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

**Quality Circle Forum of India, Ankleshwar Chapter**

Opp, State Bank of India (Main Branch) Station Road, Ankleshwar-393 001

Tel. : 02646 – 247 461

**Mobile : Mrs. Alka Kale (9375233039) & Dr. Purvi Naik (9638676500)**