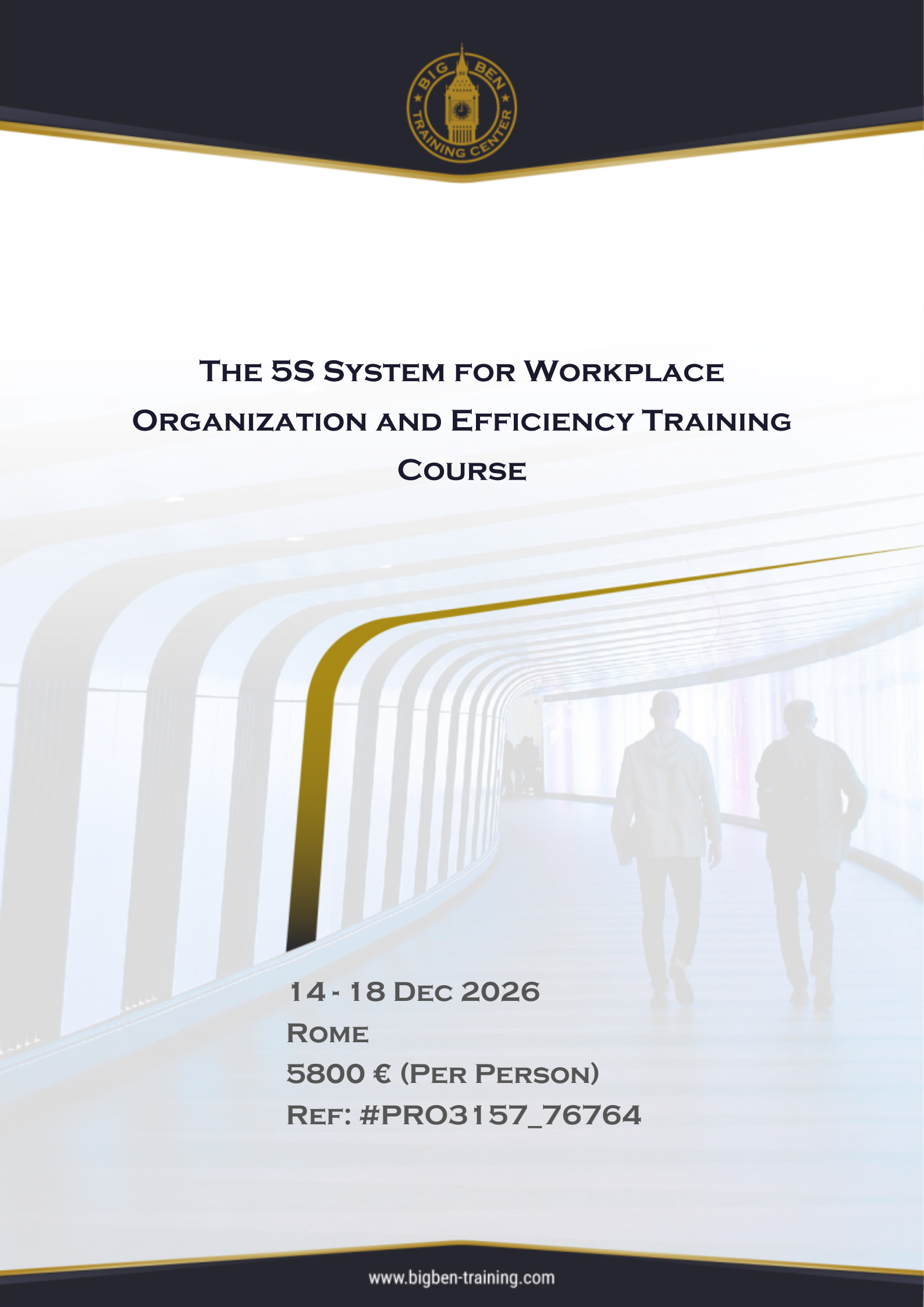
The 5S System for Workplace Organization and Efficiency Training Course



14 - 18 Dec 2026

Rome

5800 € (Per Person)

Ref: #PRO3157_76764

Course Introduction / Overview:

This intensive training course provides a comprehensive exploration of the 5S methodology, a cornerstone of lean manufacturing and operational excellence. Originating from Japan, the 5S system is a powerful framework for creating and maintaining an organized, efficient, and safe work environment. This program moves beyond a simple definition of Sort, Set in Order, Shine, Standardize, and Sustain, delving into the philosophy that drives profound organizational change. As detailed by lean pioneers like Shigeo Shingo, true efficiency is not just about tools but about cultivating a culture of discipline and continuous improvement. Participants will learn how to systematically eliminate waste, reduce operational costs, and enhance productivity by applying these proven principles. At BIG BEN Training Center, we have designed this course to be highly practical, ensuring that attendees can immediately implement 5S projects within their own workplaces, leading to tangible improvements in workflow, quality, and employee morale, a concept thoroughly explored in works like "The Toyota Way". This course is the definitive guide to transforming any workspace into a model of order and peak performance.

Target Audience / This training course is suitable for:

- Operations Managers and Supervisors.
- Production Team Leaders.
- Quality Assurance and Control Professionals.
- Process Improvement Specialists.
- Lean Manufacturing Practitioners.
- Warehouse and Logistics Managers.
- Maintenance and Facilities Staff.
- Health and Safety Officers.
- Any employee involved in operational processes.

Target Sectors and Industries:

- Manufacturing and Assembly Plants.
- Healthcare and Pharmaceutical sectors.
- Logistics, Warehousing, and Distribution Centers.
- Food and Beverage Production.
- Automotive and Aerospace Industries.
- Service Industries, including Banking and Hospitality.
- Governmental and Public Sector Organizations.
- Construction and Engineering firms.

Target Organizations Departments:

- Operations and Production.
- Quality Management and Assurance.
- Supply Chain and Logistics.
- Maintenance and Engineering.
- Research and Development.
- Health, Safety, and Environment (HSE).
- Human Resources and Training.
- Administration and Office Management.

Course Offerings:

By the end of this course, the participants will have able to:

- Master the five pillars of the 5S system (Sort, Set in Order, Shine, Standardize, Sustain).
- Identify and eliminate the eight wastes (Muda) in any process.
- Develop and execute a strategic 5S implementation plan.
- Utilize visual management tools to create a self-explanatory workplace.
- Conduct effective 5S audits to measure and sustain improvements.
- Lead and motivate teams to embrace a culture of continuous improvement.
- Integrate 5S principles with other lean and quality management systems.
- Enhance workplace safety and employee morale through an organized environment.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be immersive, engaging, and highly effective, ensuring that participants not only learn the theory but also gain the confidence to apply it. We employ a blended learning approach that combines expert-led instruction with interactive workshops, group discussions, and practical exercises. A significant portion of the course is dedicated to hands-on simulations and case study analysis, allowing participants to tackle real-world workplace organization challenges in a controlled environment. We believe in learning by doing, so attendees will work in teams to develop 5S implementation plans and conduct mock audits. This collaborative environment encourages peer-to-peer learning and the sharing of diverse industry experiences. Our expert instructors facilitate dynamic sessions, providing personalized feedback and guiding participants through the complexities of cultural change management associated with 5S. The focus is on practical application, ensuring every participant leaves with a clear roadmap for transforming their workplace and achieving sustainable operational excellence.

Course Agenda (Course Units):

Unit One: Foundations of 5S and Lean Principles

- Introduction to Lean Thinking and Operational Excellence.
- The History and Philosophy of the 5S System.
- Understanding the Eight Wastes (Muda, Mura, Muri).
- The Direct Link Between 5S, Productivity, and Quality.
- The Role of 5S in Creating a Safer Work Environment.
- Preparing the Organization for 5S Implementation.
- Establishing a 5S Steering Committee and Defining Roles.

Unit Two: Mastering Seiri (Sort) and Seiton (Set in Order)

- Deep Dive into Seiri (Sort): The First Pillar.
- The Red Tag Strategy: Identification and Disposition of Unnecessary Items.
- Creating and Managing a Red Tag Holding Area.
- Principles of Seiton (Set in Order): A Place for Everything.
- Techniques for Effective Layout and Storage Solutions.
- Ergonomics and Motion Economy in Workplace Design.
- Implementing Visual Cues: Labeling, Signage, and Color-Coding.

Unit Three: Implementing Seiso (Shine) and Seiketsu (Standardize)

- The Philosophy of Seiso (Shine): Cleaning as a Form of Inspection.
- Developing Cleaning Schedules and Responsibility Maps.
- Integrating Shine Activities with Autonomous Maintenance.
- The Power of Seiketsu (Standardize): Making 5S a Habit.
- Creating Standard Operating Procedures (SOPs) for 5S.
- Visual Management Tools: Shadow Boards, Floor Markings, and Andon Lights.
- Developing Checklists and Visual Standards for Consistency.

Unit Four: The Art of Shitsuke (Sustain) and 5S Implementation

- Understanding Shitsuke (Sustain): The Most Challenging Pillar.
- Strategies for Embedding 5S into the Organizational Culture.
- The Role of Leadership in Sustaining 5S Efforts.
- Developing Communication and Training Plans for 5S.
- Creating a 5S Promotion and Awareness Campaign.
- Planning and Launching a Pilot 5S Project.
- Measuring Success: Key Performance Indicators (KPIs) for 5S.

Unit Five: Advanced 5S, Auditing, and Cultivating a Lean Culture

- Conducting Effective 5S Audits and Gemba Walks.
- Developing a 5S Scoring System and Providing Constructive Feedback.
- Analyzing Audit Results to Drive Continuous Improvement (Kaizen).
- Integrating 5S with other Lean Tools like TPM, VSM, and Poka-Yoke.
- Overcoming Common Challenges and Resistance to 5S.
- Case Studies of Successful 5S Implementation Across Industries.
- Creating a Long-Term Roadmap for Operational Excellence.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

What unique qualities does this course offer compared to other courses?

Beyond the physical organization, how does the rigorous application of the 5S methodology fundamentally reshape an organization's culture and employee mindset towards discipline and continuous improvement?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by focusing on the deep-rooted cultural transformation that underpins a successful 5S system, rather than merely teaching the five steps as a mechanical checklist. While other programs may concentrate on the tools, we emphasize the human element—the leadership commitment, employee engagement, and psychological shifts required to move from a state of periodic clean-ups to one of ingrained, sustainable discipline. We explore the "why" behind each "S," linking every activity to broader strategic goals such as waste reduction, quality enhancement, and operational safety. The curriculum is built around a narrative of continuous improvement, showing how 5S is not a one-time project but the foundational practice for a thriving lean culture. Our methodology prioritizes practical application through realistic simulations and case studies drawn from a diverse range of industries, ensuring participants can diagnose and solve complex organizational challenges. The course provides a strategic framework for sustaining momentum, addressing resistance to change, and using 5S audits not as a punitive measure, but as a coaching tool for perpetual growth and excellence.