



# 5S Offers Fast & Measureable Results

## What is the 5S System?

The 5S System is a series of activities designed to improve workplace organization and standardization. They are based on the English translation of five Japanese words.

### Quick and Visible Results

The benefits of 5S begin almost immediately and include:

- ▶ Improved quality
- ▶ Reduced changeover time
- ▶ Improved safety
- ▶ Reduced storage costs
- ▶ Reduced cycle time
- ▶ Reduced machine down time
- ▶ Improved employee morale and work environment

### Successes

Through the implementation of visual controls to improve workplace organization, a metal fabrication company was able to increase inventory turns 67%, reduce inventory by 35% and increase on-time shipping to 99%.

After the implementation of the 5S System by a window manufacturing company, productivity was increased by 35% and overtime was reduced by 45%.

### 5S Means:

- ▶ **Sort:** Clean out the work area, keeping what is necessary in the work area, relocating or discarding what is not.
- ▶ **Set:** Arrange needed items so they are easy to find, use and return, to streamline production and eliminate time searching for them.
- ▶ **Shine:** Religiously clean and care for equipment and areas, and inspect everything while doing so.
- ▶ **Standardize:** Make all work areas similar so procedures are obvious and instinctual, and defects stand out.
- ▶ **Sustain:** Make these “rules” natural and instinctual through training, communication and total employee involvement. Once they are habits, the total benefit of 5S will be achieved.

### To Learn More

**Call WMEP at 877.856.8588** for more information about 5S, or to schedule a visit by one of our experienced manufacturing specialists to discuss how your company can get started on the pathway to success.

