



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.

