



(B) Course Objective

- a. To learn/ enhance basics of housekeeping, orderliness, types of wastes and their impact o quality of work, products and profitability.
- b. To identify types of various waste in a pre determined store/ workshop, production area etc.
- c. To develop an action plan for reducing various types of waste.
- d. To develop a process for improving housekeeping, orderliness, waste identification and elimination for continual improvement.

(C) Key Contents of the Workshop

1. Fundamentals of:
 - a. Gemba (Value addition location)
 - b. Muda (Waste)
 - c. Mura (Irregularity)
 - d. Muri (Strain and difficulty)
 - e. 5-S (Sorting, Systematising, Sweeping, Sanitizing and Self disciplining)
2. Workshop # 1 – “Identifying various types of wastes/ areas for improvement in pre identified location”.
3. Workshop # 2 – “ Developing action plan for improving the work place and reducing/ eliminating waste”
4. Workshop # 3 – “Developing procedure for improving housekeeping, orderliness, waste identification and elimination for continual improvement”.

(D) Expected Benefits of Attending the Training

- Improved housekeeping, orderliness, work environment
- Improved performance, quality, staff morale and reduced waiting, cost, rework etc.

(E) Other Details Pertaining to the Workshop

- Duration of the Training and Workshop : 1 day

Canada

14, 8757, 160th Street
Surrey, British Columbia
V4N 0C9

UAE

Mobile: +97150 6667953
qualityindeed@gmail.com
www.qualitywaves.com



- Maximum number of participants: 20.
- Course material will be provided to each participant.

(F) Who Should Attend

- *Managers and Staff from functions like:*
 - *Production;*
 - *Maintenance;*
 - *Purchase;*
 - *Projects;*
 - *Logistics/ Stores;*
 - *Sales;*
 - *Product Development/ Design;*
 - *Customer service/ After Sales Service;;*
 - *Business Excellence/ Quality etc.*



Sunil Thawani

(G). Tutor Profile: Mr. Sunil Thawani

Mr. Sunil Thawani is the Chief Executive Officer of M/s. Quality Indeed Consulting Services, Canada and currently based in U.A.E. He a leading management professional with a successful track record of assisting many organizations to successfully transform and improve their business performance in terms of quality, cost, speed, service, accuracy, delivery and win prestigious business excellence awards with highest scores to date. He is the Author of book titled “Business Excellence Awards – Strategies for Winning” .

His area of expertise is in the field of Business Excellence (EFQM Model), Six Sigma, Reengineering, Gemba Kaizen, Service Quality, ISO: 9000, Corporate Governance, Strategy deployment and Performance Management etc.

He is Chairman of Continual Improvement sub group, Dubai Quality Group and American Society for Quality (ASQ) Country Counsellor, UAE and 1st Fellow of ASQ in the GCC. His work can be accessed at www.qualitywaves.com

Canada

14, 8757, 160th Street
Surrey, British Columbia
V4N 0C9

UAE

Mobile: +97150 6667953
qualityindeed@gmail.com
www.qualitywaves.com



QUALITY INDEED
Consulting Services

He has held senior management positions in manufacturing and service organizations like Sama Dubai, Union National Bank, Adnoc Distribution, Steel Authority of India Limited etc.

(H) Contact

For more information, please contact Mr. Sunil Thawani at +97150-6667953 or qualityindeed@gmail.com.

Canada

14, 8757, 160th Street
Surrey, British Columbia
V4N 0C9

UAE

Mobile: +97150 6667953
qualityindeed@gmail.com
www.qualitywaves.com