

| Lean Certification Program | | | | |
|---|---|--|-------------|-----------------------|
| (Certified by Malaysia Productivity Corporation - MPC) | | | | |
| | | | Days | When |
| 1 | 5S Training Phase I | i. 5S Health Check | 1 | M |
| | | ii . What is 5S | | |
| | | iii. 5S Gemba Walk | | |
| | | iv Continual Creativity & Innovation – Plan-Do-Check-Act (PDCA) Team Work Session on P – PLAN Form/Review 5S Steering Committee. Determine/Review 5S Policy, Objectives, Goals Set up/Review 5S Zones. Plan/Review 5S action plan & 5S Launch. Prepare internal 5S training to all employees Prepare above activities in the calendar | | |
| 2 | 5S Training Phase II (30 days after Phase 1) | Review Last 1 month progress | 1 | M + 1 |
| | | Step-by-Step Implementation from Continual Creativity and Innovation chart | | |
| | | PDCA focusing on D - DO | | |
| | | Step-by-Step Implementation | | |
| | | Guidelines for practicing SORT | | |
| | | 6 steps involved in creating a successful Red-Tagging process for SORT. | | |
| | | Red Tagging Team Exercise | | |
| | | Guidelines for practicing SET IN ORDER | | |
| | | Guidelines for practicing SHINE | | |
| | | PDCA focusing on C - CHECK | | |
| | | Guidelines for practicing STANDARDISE | | |
| | | PDCA focusing on A - ACTION | | |
| | | Guidelines for practicing SUSTAIN | | |
| 5S Self-Assessment | | | | |
| 3 | Lean KanDo | Lean Experiential Leanings Workshop/Trainings & 5S Visit | 1 | M + 2 |
| 4 | Lean VSM Workshop/Training | Theory & GEMBA at site | 2 | M + 3 |
| 5 | Consultancy Visit 1 | CONSULTATION / COACHING | 1 | M + 4 |
| | | Lean Consultancy Services - Group Project | | |
| 6 | Consultancy Visit 2 | Consultation and guidance sessions on all Value Stream Mapping (VSM) Chartered projects: | 1 | M + 5 |
| | | Updating VSM - Current / future State | | |
| 7 | Consultancy Visit 3 | Matrix and data confirmation Individual Project Status Review | 1 | M + 6 |
| | | Monitoring on Value Stream Mapping (VSM) Transformation Plan | | |
| 8 | Consultancy Visit 4 | Follow-up and work on "new" A3 Report | 1 | M + 7 |
| Total Days | | | 9 | 7 months |
| 9 | Lean Certification Application | Lean Certification Audit by MPC (Application done by companies assisted by LMA) | 1 | M + 8, 9 or 10 |