

# Singapore Institute of Materials Management

## CERTIFICATE IN BASIC SIX SIGMA / 5S Mgt [BSS5S]

*(equivalent to Yellow Belt program)*

**(Funding applicable)**

### **Course Objectives**

A practical course for those who want to understand the basic Six Sigma Management. It covers the basic tools and techniques required to solve problems at a team level management. It includes the 5S principles which form the foundation for Six Sigma management.

### **Who Should Attend**

This program is suitable for those who are interested in Six Sigma including logistics, supply chain, operations execution.

### **Entry Requirement**

Participants should possess three GCE 'O' levels. Those who do not meet the entry requirement may be considered on a case-by-case basis.

### **Six Sigma (Basic Course) Program Coverage**

The BSS5S course consists of 16 hours of classroom training hours.

#### **Module 1: (5S in Six Sigma)**

Participants will be introduced to the 5S principles in operations, which is a critical discipline in the workplace.

Participants will learn the application techniques for:

- SEIRI - Clear unnecessary items from work area
- SEITON - Organise work area in an orderly manner.
- SEISO - Clean work area
- SEIKESTU - Maintain work area cleanliness.
- SHITSUKE - Maintain self-discipline in work area.

#### **Elements in 5S program**

- Purpose and benefits of 5S program
- How does it help you and your organization to be effective?
- Basic principles of effective workplace organization

**Module 2: Six Sigma (e-learning module)**

- Foundations of Six Sigma
- Principles of Six Sigma
- Six Sigma DMAIC Methodology
- Six Sigma Project Selection
- Process Analysis
- Process Improvement / Lean Production / Kaizen
- Six Sigma Implementation: the completion of a small-scale problem-solving project.

***Administrative Details***

**Course Duration:** 16 hrs      **Course Application fee** \$30.00

**Course Fee:** \$550.    **Funded fees:** \$165 to \$250 (check SIMM on actual fee computation)

**Training Venue:** SIMM @ 9 Ah Hood Road Singapore 329975

***Award of Certificate***

To achieve the award of Certificate in Basic Six Sigma / 5S, candidates must submit all assignments, pass the written examination and attend at least 75% of the sessions.

***Refund of Fees***

Notice of withdrawal must be given according to the terms stated in the Terms and Conditions for enrolment.

***Cancellation***

SIMM reserves the right to cancel/postpone the course due to unforeseen circumstances.

***Enquiries: Person in-charge: Mr Francis Er***

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