

6S Lean Management in Manufacturing

5S

5S is a set of 5 steps that ensure proper organization of items and working areas to save costs, reduce waste, improve workplace management, and increase productivity.

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Adding the 6th step **SAFETY**  ensures workplace safety and risk assessment.

01



SORT *Seiri*

Identifying items placed in the working area and deciding what to do with them. Optimizing the process by tagging the equipment with color tags.

02



SET *Seiton*

Organizing the workplace to be as functional as possible. Sorting out items to keep, relocate or throw them away.

03



SHINE *Seisō*

Setting up a regular cleaning schedule and making it a standardized process.

04



STANDARDIZE *Seiketsu*

Standardizing everything that was done in the previous steps. Creating rules and instructions for conducting the steps regularly.

05



SUSTAIN *Shitsuke*

Following up on all the steps on a set basis. Setting up and scheduling regular inspections.

06



SAFETY

Integrating safety precautions into the day-to-day operation. Documenting all safety risks in the 5S steps. Setting up regular safety checks and preventive measures.