

5S Made Easy

Seiri, Seiton, Seiso, Seiketsu, Shitsuke

An illustrative guide for quick understanding



Forward

The 1st edition of this book incorporates the 4R (Reject, Reuse, Recover and Recycle) principle of waste management into the *Seiri* aspect of 5S. The aim is economical; to make optimal use of materials by considering items (that otherwise would have been wasted) for reuse, parts recovery or recycling.

Norsk Forening for Vedlikehold
Postboks 73
N-1325 Lysaker, Norway

First Edition, September 2011

Copyright © 2011 by Norsk Forening for Vedlikehold, Lysaker. Printed in Norway. All right reserved. This book or any parts thereof, may not be reproduced, stored in a retrieval system, or transmitted in any form without the permission of the publisher.

Contents

Forward.....	2
Figures and Tables	4
Introduction	5
Aims and Objectives.....	5
Structure.....	5
1. 5S Introduction.....	6
2. Seiri.....	8
3. Seiton	9
4. Seiso	10
5. Seiketsu	11
6. Shitsuke	12
7. 5S Implementation Steps	13
8. Benefits of 5S	15
9. 5S Evaluation	16
Limitations.....	19
Working Methods	19
10. References.....	20