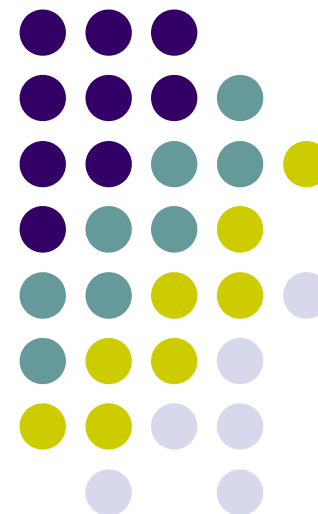


Quality Control ②

The Basic 5S of Quality Control

MTI Food Design Research Office

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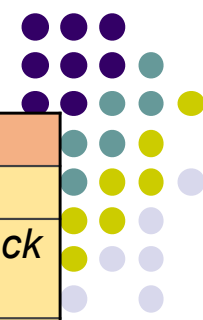




Content

Level		Topics	Main Point
Basic	1	Basics	Do not ignore the basics! Take it seriously and be very careful!
	2	5S	5S is the KEY to Quality Control (SEIRI(Organize), SEITON(Tidy), SEISO(Clean up), SEIKETSU(Cleanliness), SHITSUKE(Training))
	3	Bacteria Control	Do not touch and increase bacteria. Quickly discover the source of the contamination.
	4	Control <i>Foreign Objects</i>	“Restrict its entry and thus control its exit”
	5	Basic Hygiene Management	According to the general rules of management
	6	HACCP	The development of important topics such as Recycling
Intermediate	7	The Role of Administrator	The manager should fully aware that he the LEADER of the department
	8	Documents and Records	Leave a record and make it visible in order to protects the company.
	9	Compliance	Comply to not just laws, but also common sense. This is why we have strict rules in this company.
	10	Legal Risk	There are a lot of laws relating to food products. Do not violate ANY of them.
	11	Responses to customers	Responding to the customers’ requests is the top priority.
	12	Risk Management	Do you know the different risks faced by the different departments respectively?

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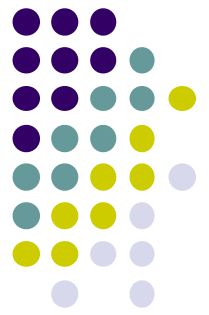


Topics	Content
Today's Main Point	Today's Main Point
What I noticed during the factory check	What I noticed during the factory check
I. The 5S Way of Thinking	1. What is 5S activity?
	2. What is 5S?
	3. 5S
	4. The goal of 5S is SEIKETSU (cleanliness)
	5. Importance of SHITSUKE
II. SEIRI (Organize)	1. What is SEIRI?
	2. Organizing chemical substance and personal belongings
	3. Examples of organizing in practice
III. SEITON (Tidy)	1. What is SEITON?
	2. Example of SEITON in practice ~Managing instruments~
	3. Example of SEITON in practice ~Drug management~
	4. Example of SEITON in practice ~Management of raw materials and auxiliary raw materials~
	5. Example of SEITON in practice ~Management of materials and packaging materials~
	6. Example of SEITON in practice ~Identification by color~

Topics	Content
IV. SEISO (Clean up)	1. What is SEISO?
	2. Using the <i>cleaning check table</i>
	3. The construction of SEIRI, SEITON, and SEISO
	4. Management of waste
V. SHITSUKE (Training)	1. What is SHITSUKE?
	2. Inspecting SHITSUKE
	3. Things to bring into the factory
VI. Entrance procedures	1. Attire at entry
	2. How to use adhesive roller?
	3. How to wash your hands?
VII. Persistence	1. Work to persist on 5S
Today's Conclusion	Today's Conclusion



Today's Main Point



- For quality control, the 5Ss are the most basic activities.
- Understand the contents of 5S, let's practice immediately from what you can do!

There are many things that can be improved even in the familiar places of you!
Let's build a beautiful site with no accidents!

