

⇒ 5S & HOUSEKEEPING

eLearning Course Title: **5S and Housekeeping techniques are essential to identify and mitigate potential risk for all project and business teams.**

eLearning Course **Type: Free or Paid:** ___(Kindly specify)_____

If Paid, Registration Fee (including GST):- _1500_____

Course conducted by Group/ Regional DirectorateName:- _____

Name&Designation of Course Coordinator:_____

Course Coordinator Contact Details: _____

eLearning Program Start Date:_____ |

eLearning Duration:FromTo_____

About eLearning Program(Brief One para): -

This course intends to teach the necessary awareness of 5S and Housekeeping concepts and mechanisms. It explains the basic concepts of kaizen, pillars of 5S and importance of role of Housekeeping in organizational context and how we apply concept of 5S and housekeeping, and how we apply 5S in our daily lives.

eLearning Course Coverage (Specify Module details) :-

MODULE I - Will help you to understand the basic concept of 5S.

MODULE II -will help you to learn the concept of Housekeeping

MODULE III –through this module you will learn to undertand 5S and Housekeeping.

Register to learn (Key Learnings' in bullet points)

- What is 5S and its origin?
- What is Kaizen?
- Pillars of 5S
- The sixth S
- What is housekeeping?
- Importance & role of housekeeping
- Personality attributes & duties of housekeeping staff
- Layout & rules of housekeeping

Register in advance for this eLearning program:

Registration Start Date:

Registration End Date:

Thanks & Regards

NPC Team

Important Instructions:- As per direction, all Group Heads/ Regional Directors are requested to strictly adhere for providing their respective eLearning Program details for uploading on NPC website & social media platforms at least 10-12 in advance.

- Kindly forward the eLearning Content (PPT /PDF) for publishing/uploading on NPC website in advance. Kindly indicate/ specify the content source i.e. APO or NPC or Others.