

# 20 Keys to Workplace Improvement Curriculum

Key 1: 5 S

Key 2: Visual Controls

Key 3: Teamwork

Key 4: Skill Versatility & Cross Training

Key 5: Problem Solving

Key 6: Quality Assurance System

Key 7: Manufacturing Value Analysis

Key 8: Work Standards

- Improves manufacturing processes through Continuous Improvement
- Increases company's overall competitiveness by empowering workers to make improvements
- Involves 20 Key topics and workplace improvement techniques for a cellular manufacturing environment
- Evaluates company's progress using a Continuous Improvement Scoring/Audit System
- Effects over 500 employees
- \$383,000 MJSP Project

*By implementing the 20 Keys System, a company will Strengthen their Manufacturing Quality and Energize their Workplace by being Better, Cheaper, and Faster while maintaining their competitive edge in today's global market.*

Key 9: Performance Control

Key 10: Empowering Workers to Make Improvements

Key 11: Team Meetings

Key 12: Reducing Inventory

Key 13: Business Plan

Key 14: Quick Changeover Technology

Key 15: Roles & Responsibility

Key 16: Developing Your Suppliers

Key 17: Maintaining Equipment

Key 18: Time Control & Commitment

Key 19: Safety

Key 20: Conserving Energy & Materials

*This educational program is a partnership between:*



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