

A joint collaboration between



THE KAIZEN PROJECT

A Competency-Based Workplace Learning
Project in Lean Thinking and Practice

In support of:

SKILLS *future*



ABOUT **KAIZEN** IMPROVEMENT

The partnership with SkillsFuture Singapore (SSG), SMRT Corporation Pte. Ltd. (SMRT) and Singapore Institute of Technology (SIT) aims to develop manpower and promote Kaizen practices and solutions for local enterprises. We work with local companies to identify and address performance gaps with sustainable solutions for long-term productivity gains.

At the heart of Kaizen thinking is maximising customer value while minimising waste. Simply put, Kaizen practices create more value for businesses using fewer resources. It is efficiency at its finest.

PROMOTING **KAIZEN** CULTURE, THINKING AND PRACTICE

WHAT WE OFFER



- ▶ **Subsidised training fees**
(Up to 90% from SSG for SMEs)



- ▶ **Expertise**
From SIT Faculty



- ▶ **Specialised**
Kaizen programmes



- ▶ **Grants**
For collaborative projects

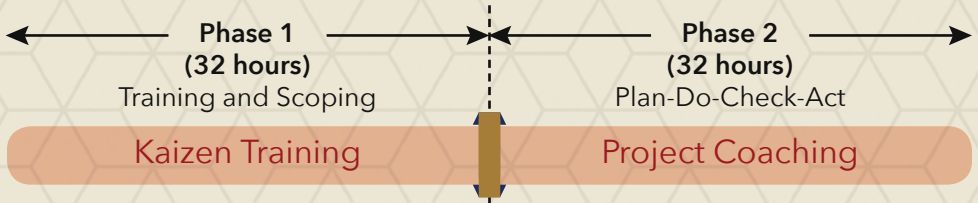


- ▶ **Networking opportunities**

THE **KAIZEN** PROJECT

The Kaizen Project is developed to help local small and medium-sized enterprises (SMEs) apply Kaizen techniques with coaching provided by trained SMRT and SIT faculty and staff. This 3-month programme comprises classroom trainings, customised on-site Kaizen improvement activities and project coaching.

KAIZEN PROJECT *PHASES*



Assessment will be conducted at the end of Phase 1 and 2. It includes both an individual component and a group project presentation component.

THE *KAIZEN* PROJECT JOURNEY

- Problem scoping
- Introduction to Kaizen



Investigate current situation



Gemba walk



- Learn relevant Kaizen tools
- Perform root cause analysis
- Develop countermeasures



Experiment countermeasures

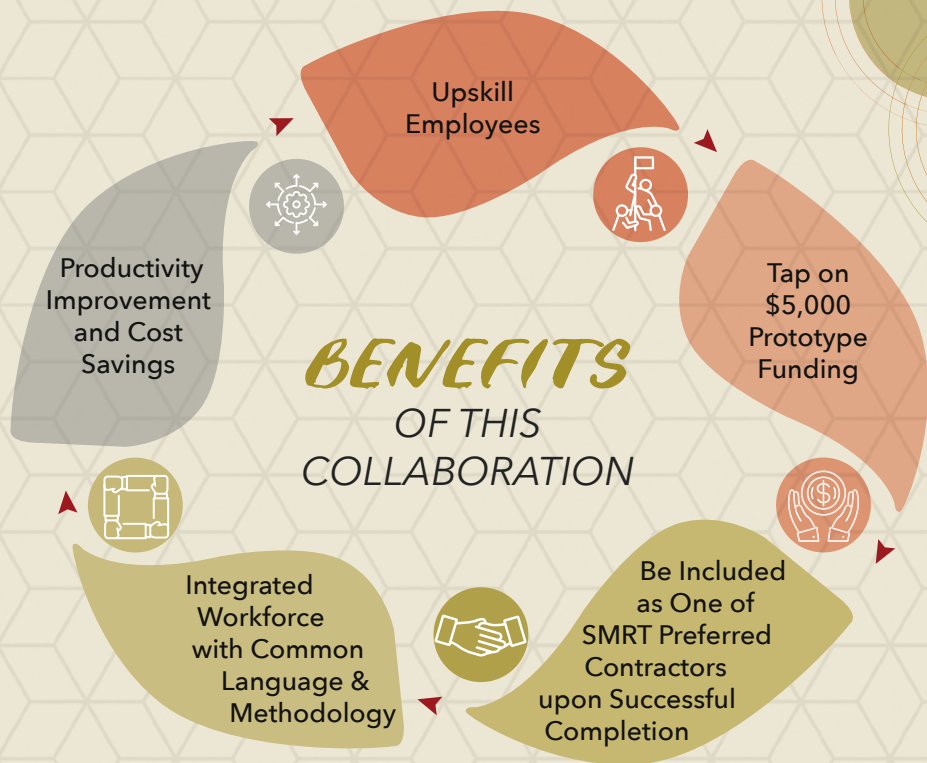


Plan-Do-Check-Act (PDCA)



At the end of the programme, participants will have:

- Kick-started a culture of continuous improvement
 - Addressed a current company challenge
- Learnt a structured problem-solving methodology



COURSE FEES

Category	Full Fee	After SF Funding
Singapore Citizen (Below 40) / Singapore PR	\$9,630.00	\$2,889.00
Singapore Citizen (40 & above) * After SF Mid-Career Enhanced Subsidy	\$9,630.00	\$1,089.00
SMEs * After Enhanced Training Support for SMEs	\$9,630.00	\$1,089.00
Non-Singaporeans	\$9,630.00	Not Eligible

Note:

- All figures include GST. GST applies to individuals and Singapore-registered companies.
- You can opt for either SF Series Funding or Mid-Career Enhanced Subsidy. Both cannot be combined.

Terms & Conditions:

SkillsFuture Funding

In order to be eligible for the 70% training grant awarded by SkillsFuture, applicants (and/or their sponsoring organisations where applicable) must:

1. Be a Singaporean Citizen or Singapore Permanent Resident
2. Not receive any other funding from government sources in respect of the actual grant disbursed for the programme

SkillsFuture Mid-Career Enhanced Subsidy

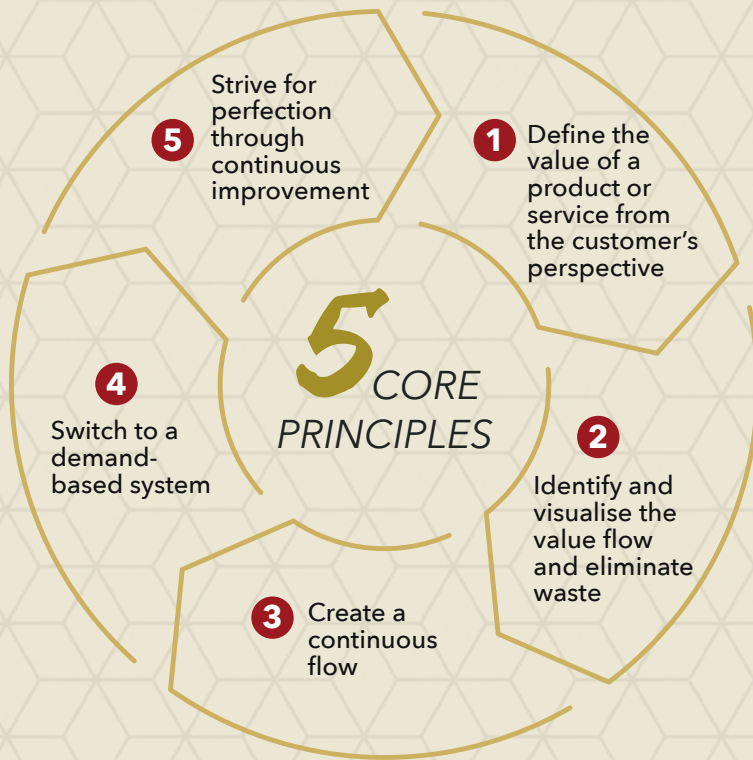
To be eligible for the 90% enhanced subsidy awarded, applicants (and/or their sponsoring organisations where applicable) must:

1. Be a Singaporean Citizen
2. Be at least 40 years old
3. Not receive any other funding from government sources in respect of the actual grant disbursed for the programme

Enhanced Training Support for SMEs (ETSS)

To be eligible for the 90% enhanced subsidy awarded, applicants must:

1. Be a Singaporean Citizen or Singapore Permanent Resident
2. Be an SME-sponsored employee
3. Not receive any other funding from government sources in respect of the actual grant disbursed for the programme



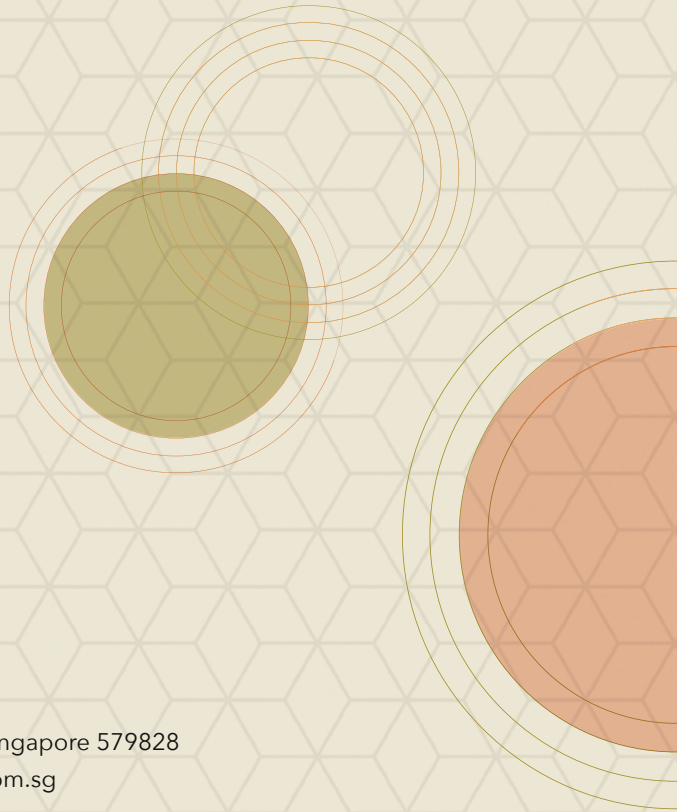
KAIZEN FUNDAMENTALS

Compulsory Core Topics (24 hours)

Introduction to the Kaizen Methodology	• Kaizen Evolution • 5 Core Principles
Essential Kaizen Fundamentals	• 8 Wastes • Root Cause Analysis • Gemba
Essential Kaizen Tools	• Value Stream Mapping • TAKT Time • 5S • Visual Management
Essential Kaizen Implementation Tools	• PDCA • A3


Specialised Kaizen Topics (Up to 8 hours)

Topics to cater to project-specific requirements
(E.g. Standard Work, Kanban, Jidoka, Performance Metrics, etc.)




SMRT Trains Ltd

300 Bishan Road Bishan Depot Singapore 579828

 Project-Kaizen-Team@smrt.com.sg

National Centre of Excellence for Workplace Learning (NACE@SIT)

Singapore Institute of Technology
10 Dover Drive, Singapore 138683

 SIT.NACE@singaporetech.edu.sg