

Manufacturing Best Practices

for Managers, Engineers, Officer and Executives in all functional areas
especially the operational personnel



10 & 11 September 2014 (9.00 am – 5.00 pm), Sunway Hotel Seberang Jaya

Based on consultants' experience in plant operations worldwide, they have identified 20 Manufacturing Best Practices that are attributed to world-class performance in manufacturing. Many companies can be rated as "excellent" in a few of the practices, but to be truly "world-class", organizations must have high capability in most or all of these practices. Capability in both Process Excellence and People Effectiveness usually ensures industry leadership.

Learning Objectives/Outcomes	100% SBL claimable
<ul style="list-style-type: none">✓ To understand the list of best practices around the world✓ To make an assessment of the Best Practices list and identify those which the organisation will use and benefit✓ To compare between own current practices and the Manufacturing Best Practices✓ To identify gaps and provide an action plan to move the organisation closer to the Manufacturing Best Practices	<p>Normal Fee: RM800 per participant</p> <p>Register by <u>27 Aug 2014</u>, or Group of 2 or 3 Participants: 10% Discount Group of 4 or 5: 15% Discount</p> <p><i>Certificate of participation will be awarded upon completion of the program</i></p>

Program Outline

- | | |
|---|--|
| 1. Lead Time Reduction | 11. Seamless Shift Operations |
| 2. Streamlined Flow | 12. Standard Operating Procedures |
| 3. Quick Changeover | 13. Goal Deployment |
| 4. Cellular Manufacturing (Focused Factories) | 14. Visual Management Systems |
| 5. Empowered Teams | 15. Incentives, Rewards & Recognition |
| 6. Cross-Functional Teamwork | 16. Plant Safety, Loss Prevention & Housekeeping |
| 7. Associate Involvement & Commitment | 17. High-Performance Leadership |
| 8. Process Reliability | 18. Supplier Partnerships |
| 9. Continuous Improvement | 19. Cross-training & Multi-skilling |
| 10. In-Process Quality | 20. World-Class Performance Measures |

The Trainer

En Ahmad Fauzi Bin Abdul Wahab has worked in large multi-national organisations as well local conglomerates over the last 23 years. He holds an MBA qualification from USM and a Bachelor's degree in Applied Science from Curtin University, Australia. He has worked in various functional areas from Sales, Human Resources, Training & Development, Business Development as well as Operations and Accounts Management, in both local and multinational firms in the consumer goods, palm oil, electronics and contract manufacturing industry. He has contributed towards many in-house programs for various levels of staff during his employment with these companies. Participants from lower operative level to senior management and CEOs have enjoyed his style of learning, making use of the activities and citing relevant examples as an analogy to demonstrating the situation in the work. Course participants have found his participative and interactive delivery and approach to instruction, very interesting and effective. This has been reflected in every end-of-course evaluation.

His expertise spans the general areas of Supervisory/Executive and Management Development programs in motivation, communication, leadership skills to more specific Project Management, Problem Solving skills (8D), Corporate Management (KPI, Balanced ScoreCard and KRAs), Good Manufacturing Practices (GMP) and awareness programs such as Positive Work Attitude and Cost/ Productivity/ Quality awareness. He has also represented his Company to the National Level Productivity Convention and presentation. His wide ranged experience will help participants attain a deeper understanding of the subjects he delivers.

For Registration Form, Contact Miss Ng or download from www.XcelLearn.com

Customised In-house training also available.

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“Excel in Learning for Superb People and Organisation Performance”

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Sunway Hotel Seberang Jaya

REGISTRATION FORM

	Name of Participant(s)	I/C No	Designation	Vegetarian(✓)
1.				
2.				
3.				
4.				
5.				

Company Name _____

Company Address _____

Contact Person _____

Designation _____

Tel _____

Fax _____

Email _____

Nature of Business _____

Enclosed is the Cheque (No: _____) of RM _____, crossed and made payable to **XcelLearn Resources (Public Bank Bhd A/C No: 3-1348468-09)**.

Do you need us to assist you on the booking of hotel accommodation?

Yes

No

If yes, please specify:

Check-in Date _____

Check-Out Date _____

* The hotel accommodation is subject to availability. Please re-confirm with the coordinator before the training and make payment directly to the hotel on the training day.

Terms & Conditions

1. The above registration fee is 100% claimable under SBL scheme. Please apply to PSMB for approval before the commencement of the program.
2. The fee is inclusive of training materials and meals (2 Tea Breaks and 1 Lunch) at the hotel.
3. If notice of withdrawal is given in writing before the confirmation of your registration, no fee is charged. No cancellation is allowed once confirmation letter is forwarded to you. If the registered participant is unable to attend, a substitute is allowed. No refund if participant does not turn up or being substituted on the training day.
4. Cheque should be crossed & made payable to **XcelLearn Resources 1 WEEK BEFORE** training.
5. **XcelLearn Resources** has the right to change the dates, time, venue, trainer or cancel the training scheduled due to circumstances beyond its control.

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