



To Improve Basic Ability in the Field of Factory Management

14 – 27 October 2009 (2weeks)

at the AOTS Kansai Kenshu Center (To Be Determined)

Does your Vietnamese subsidiary have any worries about any of the following?

- Inability to meet the QCD standards required by its clients (particularly Japanese companies).
- Failure of productivity to increase as anticipated, even after the introduction of new equipment aimed at improving productivity.
- Desire to promote standardization being hampered by a lack of knowledge and/or know-how.
- Lack of understanding of effective cost-reduction methods.



Course Objectives

Participants will be able to acquire the following knowledge and abilities.

- A deeper understanding of the characteristics of manufacturing in Japanese companies.
- Knowledge and know-how required for infrastructure development in the production work area.
- Know-how for identifying and eliminating waste (muda) in factories.
- Knowledge and know-how concerning the standardization required in order to achieve stable quality, work, equipment and management.

Target Participants

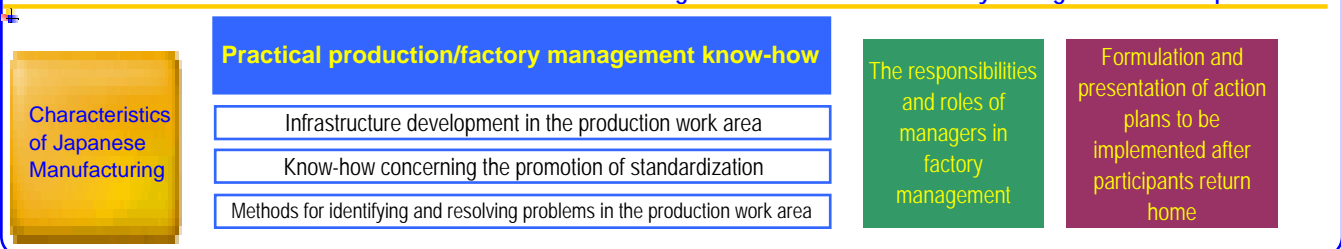
Middle and senior managers and senior engineers involved in production/factory management at Vietnamese manufacturing companies.

Language

All lectures, discussions and company visits will be conducted in Japanese with translation into Vietnamese.

In principle, the program documents and training materials will be prepared in Vietnamese.

Course Features and Contents : Curriculum Focused on Learning Practical Production/Factory Management Techniques



– A Japanese government subsidy is available to cover part of the expenses associated with sending participants to Japan. –

Tentative Schedule

Date	Morning Session	Afternoon Session
10/14 (Wed)	Orientation/Opening Ceremony	Lecture: Characteristics of Japanese Manufacturing
15 (Thu)	Lecture: Basic Conditions for Effective Production/Factory Management -5S, 3Tei and material-handling	Lecture/Exercise: Useful Techniques for Analyzing the Actual Situation in a Work area
16 (Fri)	Lecture/Exercise: Standardization-1 Stability of Quality -Making a QC process chart	Lecture/Exercise: Standardization-2 Stability of Operation -Making an operation procedure manual
17(Sat)-18(Sun)	Day off	
19 (Mon)	Lecture/Exercise: Standardization-3 Stability of Equipment -Making an equipment preventive maintenance manual	Lecture/Exercise: Standardization-4 Stability of Management -Visual control
20 (Tue)	Company visit: -How to find out the problems in a work area	Exercise/Group work: -Analyzing and summarizing the problems
21 (Wed)	STUDY TOUR	Company visit: Practical Example of Production/Factory Management in a Japanese company-1
22 (Thu)		Company visit: Practical Example of Production/Factory Management in a Japanese company-2
23 (Fri)		Company visit: Practical Example of Production/Factory Management in a Japanese company-3
24(Sat)-25(Sun)	Day off	
26 (Mon)	Lecture: Roles and Competencies of Japanese Production/Factory Management Managers	Group discussion: Present Problems of Participants' Companies
27 (Tue)	Final Report Presentation	Evaluation of the Program/Closing Ceremony

Guidelines for applicants: See http://www.aots.or.jp/eng/t_prg_j/management/fy/2009/southeast.html

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Deadline for applications: June 27, 2009

(applications may be accepted after this date if places are still available on the course.)