



To Improve Basic Abilities in the Field of Factory Management

21 July – 3 August 2010 (2 weeks)

at AOTS's Kansai Kenshu Center (To Be Determined)

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

- Inability to meet the levels of QCD 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 improving basic conditions of a 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



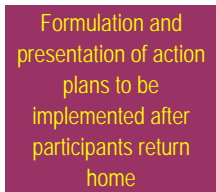
Middle and senior managers and senior engineers involved in production/factory management at Vietnamese manufacturing companies.

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

	Practical production/factory management know-how		
	How to improve the basic conditions of a production work area		
	Know-how concerning the promotion of standardization		
	Methods for identifying and resolving problems in the production work area		

– 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
21 July (Wed)	Orientation/Opening Ceremony	Lecture: Characteristics of Japanese Manufacturing
22 (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
23 (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
24(Sat),25(Sun)	Day off	
26 (Mon)	Lecture/Exercise: Standardization-3 "Stability of Equipment" -Making an equipment preventive maintenance manual	Lecture/Exercise: Standardization-4 "Stability of Management" -Visual control
27 (Tue)	Company visit: -How to find out the problems in a work area	Exercise/Group work: -Analyzing and summarizing the problems
28 (Wed)	STUDY TOUR	Company visit: Practical Example of Production/Factory Management in a Japanese company-1
29 (Thu)		Company visit: Practical Example of Production/Factory Management in a Japanese company-2
30 (Fri)		Company visit: Practical Example of Production/Factory Management in a Japanese company-3
31(Sat),1/8(Sun)	Day off	
2 (Mon)	Lecture: Roles and Competencies of Japanese Production/Factory Management Managers	Group discussion: Preparation for Final Presentation
3 (Tue)	Final Report Presentation	Closing Ceremony

Guidelines for applicants: See http://www.aots.or.jp/eng/t_prg_j/management/fy/2010/southeast.html

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Deadline for applications: April 26, 2010

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