

# 9<sup>th</sup> Overseas Training in Continuous Improvement Toyota Production System (Japan) 14 – 18 Nov 2016

Organized by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

## Programme Announcement

Join us at the 9<sup>th</sup> Overseas Training in Continuous Improvement to see the world-renowned **Toyota Production System** in action in Japan.

Guided by an experienced consultant with proven track records, participants will learn the theories of continuous production through case studies and hands-on training at the model production line.

It's a process we call Learn, See, Apply:

**Learn** : Hands-on training under the skilled hands of Toyota-trained trainers in Japan

**See** : Visit and see at first-hand to learn the best practices of excellent companies in Japan that have implemented TPS in different sectors

**Apply** : Post training follow-up to do projects in Singapore – SPA will assign our Consultant to help you identify areas of opportunities.

### ***What is Continuous Improvement?***

The constant drive for innovation and evolution, continuous improvement, or *Kaizen*, is a process that humanizes the workplace, and increases productivity through the identification and elimination of waste.

The Toyota Production System has been adopted by many Japanese companies, which have adapted its principles of Continuous Improvement to apply them effectively in their respective fields. These companies have since reaped the fruits of their efforts through increased profits and work satisfaction.

### ***Learning Objectives***

- a. Expose managers and professionals from Singapore to the best practices of Japanese companies that enable and enhance People Development, Service Quality and Service Innovation.
- b. Transfer of knowledge from consultants with relevant experience in the field.
- c. Understand the key issues and challenges faced by Japanese companies in implementing these practices; and how Japanese companies have overcome these challenges.
- d. Network, share, harvest ideas and learn with peers from various industries in both countries to allow cross industry learning.
- e. Discuss common issues and solutions

# 9<sup>th</sup> Overseas Training in Continuous Improvement Toyota Production System (Japan) 14 – 18 Nov 2016

Organized by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

## Target Participants

- Managers and Supervisors will stand to benefit greatly from learning these new productivity techniques.
- Staff involved in gaps analyses and developing solutions for productivity projects will learn many relevant cost-saving techniques.
- Participants can come from different functions such as Operations, Marketing, or Human Resources.

## Programme Summary

The Overseas Training will take place from 14 to 18 Nov 2016. The training will have the following itinerary\*.

Day / Date		Programme
Pre-Departure TPS Workshop 8 Nov 16 (Tues)	P.M.	TPS Workshop #1 Pre-Departure Briefing
Day 1: 13 Nov 16 (Sun)	A.M.  P.M.	Departure from Singapore to Nagoya Arrival in Nagoya, Japan Free & Easy
Day 2: 14 Nov 16 (Mon)	A.M. P.M.	Company Visit #1 – Toyota Motor Corporation Company Visit #2
Day 3: 15 Nov 16 (Tue)	Full Day	TPS Workshop #2 – Basic Concept of TPS & Kaizen TPS Workshop #3 – Detect Waste & Kaizen Method
Day 4: 16 Nov 16(Wed)	A.M. P.M.	Company Visit #3 Company Visit #4
Day 5: 17 Nov 16 (Thu)	A.M. P.M.	Company Visit #5 Free & Easy
Day 6: 18 Nov 16 (Fri)	A.M. P.M.	Departure from Tokyo/ Osaka to Singapore
Post-Mission TPS Workshop 1 December 16 (Thurs)	P.M.	TPS Workshop #4

\* Date and Itinerary may be subjected to changes

***Participants will receive a complete reference set of learning points from each training and company visit***

# 9<sup>th</sup> Overseas Training in Continuous Improvement Toyota Production System (Japan) 14 – 18 Nov 2016

Organized by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

## Company Visits

The visits will be to excellent Japanese companies that have adopted the Toyota Production System and have been recognised for their business results. They may include:

- **Hiramatsu Foods**  
- Food manufacturing sector
- **AVEX**  
- Manufacturing sector
- **Ganko Food**  
- Food Services Sector
- **Kyowa Kogyo**  
- Manufacturing Sector
- **Mitsubishi Electric**  
- Manufacturing sector
- **Toyota Motor Corporation**  
- Manufacturing sector
- **Omron**  
- Industrial Automation
- **Shinmei Co**  
- Manufacturing Sector

\*The list above is non-exhaustive, and visits may be arranged to companies not listed above.

## Study Mission Details

- Date of Study Mission : 14 - 18 Nov 2016
- Minimum / Maximum : 15 / 25 participants
- Study Mission Fee : **S\$5,300 (SPA Members)**  
**S\$5,600 (Public / Non-member rate)**

Fee covers in-country travel, accommodation and programme-related expenses (excludes airfare).

Please contact Ms. June Lim DID: 6375 0938 email : [june.lim@spa.org.sg](mailto:june.lim@spa.org.sg)

### Turn your Expenses Into Savings!

Businesses registering for the Study Mission can enjoy 400% tax deduction or 40% cash payout and dollar-and-dollar matching cash bonus on registration fees, under the Productivity and Innovation Credit (PIC) Scheme\*

\*Subject to PIC Scheme's terms and conditions, please refer to the IRAS website for more information

# 9<sup>th</sup> Overseas Training in Continuous Improvement Toyota Production System (Japan) 14 – 18 Nov 2016

Organized by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

## What to Expect



## Singapore Productivity Association

The Singapore Productivity Association (SPA) was set up in 1973 as an affiliated body of the Standards, Productivity and Innovation Board (SPRING Singapore). As a not-for-profit organisation, SPA's mission is to promote the active involvement of organisations and individuals in the Productivity Movement and to expedite the spread of productivity and its techniques.

The Association has a Governing Council which is headed by the Chief Executive, SPRING Singapore. The Council is responsible for laying down the policies and directions of the Association consistent with its objects. A Management Committee, comprising elected members from industry, approves the overall direction and programmes of the Association.

To upgrade the managerial skills of SPA members and others from industry, short courses are organised under the Business Excellence and Benchmarking Series; Productivity and Quality Series; Innovation Series; and Service Excellence Series. Conferences, seminars and study visits are also organised to provide a platform for learning and sharing the latest productivity tools and techniques.

**9<sup>th</sup> Overseas Training in Continuous Improvement  
Toyota Production System (Japan)  
14 – 18 Nov 2016**

Organized by:



SINGAPORE  
PRODUCTIVITY  
ASSOCIATION

**Registration Form  
Overseas Training in Continuous Improvement:  
The Toyota Production System**

Please fill in **ALL** fields. **All fields are required for invoicing / registering with Ministry of Foreign Affairs (for Singapore Citizens & PR).**

Please **circle** one of the following Study Mission Fees:

**Closing Date:  
30 September 2016**

**SPA Member: S\$5,300**

**Non-Member: S\$5,600**

Participant's Name: (Dr/Mr/Mrs/Ms): \_\_\_\_\_  
(As reflected in passport: Please **do not** include any Christian names or aliases that do not appear in your passport.)

*If there are more than 1 participant, please make copies and complete the section below for them*

Participant's Email: \_\_\_\_\_

Contact No. : \_\_\_\_\_ (Hp) \_\_\_\_\_ (O) \_\_\_\_\_ (Residence) \_\_\_\_\_ (Fax)

Designation: \_\_\_\_\_

Organisation: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Passport No: \_\_\_\_\_ NRIC No: \_\_\_\_\_ Passport Expiry: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Medical Conditions (e.g. Asthma, allergies etc.): \_\_\_\_\_

Special Dietary Request: \_\_\_\_\_ Name of Kin (NOK) : \_\_\_\_\_

NOK Contact: \_\_\_\_\_ Relationship with NOK: \_\_\_\_\_

**Please Email following items to Ms June Lim at [june.lim@spa.org.sg](mailto:june.lim@spa.org.sg)**

- Organisational Profile (1 short paragraph)
- Participant photo (Any type of photo)

**Cancellation Policy:**

- 1) If cancellation is done 21 - 14 days before departure date, 10% of the programme fee will be charged.
- 2) If cancellation is done 13 – 7 days before departure date, 50% of the programme fee will be charged.
- 3) If cancellation is done less than 7 days before departure date, 100% of the programme fee will be charged.