

GRADED ASSIGNMENT

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19TUCS003

5S CONCEPT :

- 5S is defined as a methodology that results in a workplace that is clean, uncluttered, safe, and well organized to help reduce waste and optimize productivity.
- The 5S condition of a work area is critical to employees and is the basis of customers' first impressions.

FIVE STEPS IN 5S :

- ❖ The five steps in 5S workplace organizational and housekeeping refers to five steps :
 - SORT
 - SET IN ORDER
 - SHINE
 - STANDARDIZE
 - SUSTAIN
- ❖ The purpose of implementing the 5S concept is to provide an enterprising image to others and improve morale by working or resting in a clean and organized environment.

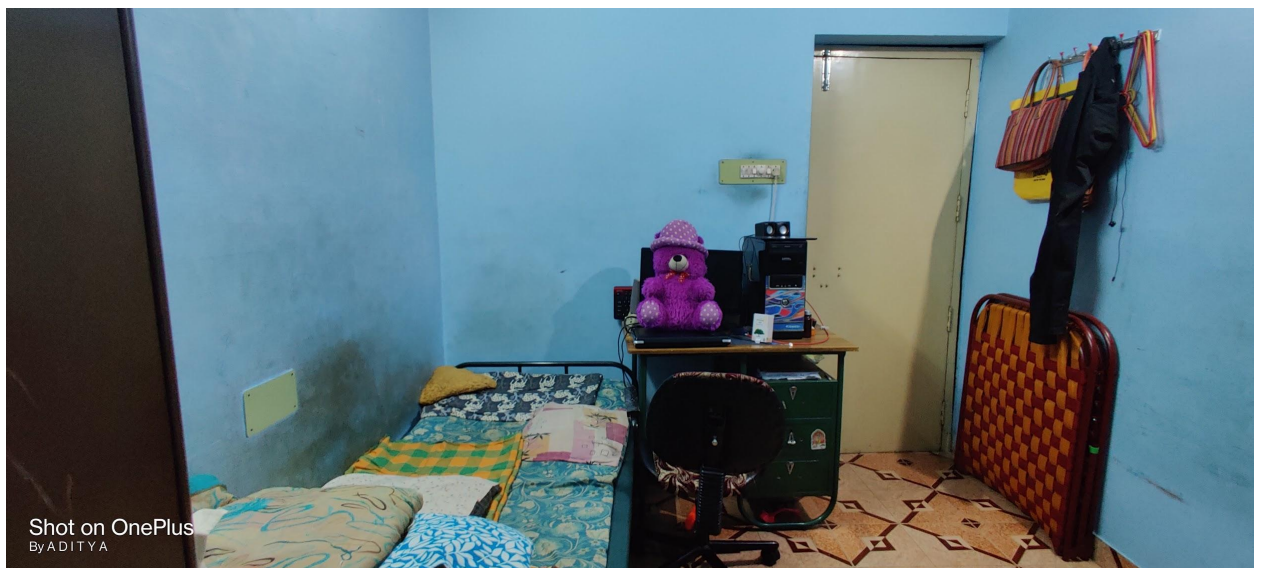
IMPLEMENTATION OF 5S IN HOME :

- ❖ **BEDROOM :**
 - The books and utensils are sorted according to their genre & purpose.
 - The bed, the pillows and blankets are arranged and also utensils are arranged.
 - The waste papers, stationery and food particles are discarded.
 - The books and utensils are placed in the shelves and showpieces are arranged attractively.
 - The windows are dusted and the floor is swept.
 - The system is maintained everyday.
 - All the clothes are folded and arranged neatly.

❖ **BEFORE :**



❖ **AFTER :**



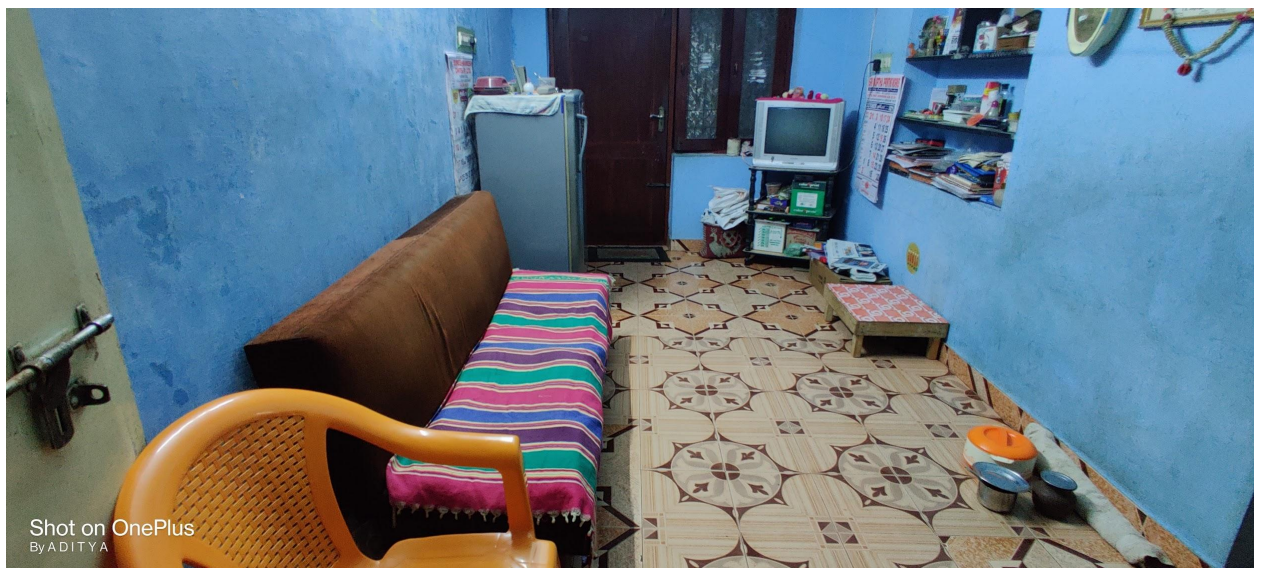
❖ **HALL :**

- Dust is swept everyday.
- All the things are arranged properly and neatly everyday.
- The floor is mopped everyday.
- The calendar sheet is torn everyday.

❖ **BEFORE :**



❖ **AFTER :**



❖ **GUEST ROOM :**

- The room is cleaned twice a day.
- All the unwanted items are placed in this room.
- Fresh air and dust particles comes through the window
- So, it is cleaned frequently.
- It is mopped once a week in this room.

❖ **BEFORE :**



❖ **AFTER :**



❖ **KITCHEN :**

- All the vessels are cleaned after it is used.
- Cooking materials like stove,vessels,utensils and cutting knife are washed frequently.
- Drinking water is fetched when it is available.
- The floor is cleaned frequently at night.

❖ BEFORE :



❖ AFTER :

