

## **2022 AOTS Online Program [KROP14] For continuous 5S and Kaizen that you can successively develop**

### **---Challenge to Kaizen Marathon---**

Organized by The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)  
Collaborated by AOTS Alumni Societies

#### **BACKGROUND**

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) is an organization for human resources development mainly in overseas countries to promote technical cooperation through training, experts dispatch and other programs. Through those programs, we aim at contributing to the mutual economic growth of developing countries and Japan as well as enhancing friendly relations among those countries.

AOTS Online Program “For continuous 5S and Kaizen that you can successively develop ---Challenge to Kaizen Marathon---”, is a program suitable for improvement activity team leaders or managers who are engaged in Kaizen activities or have plans for future efforts to learn how to proceed with Kaizen activities and how to carry them out continuously.

#### **OUTLINE**

The economic shock caused by the global epidemic of the new coronavirus infection is still significant, and developing countries need to improve the productivity of their companies in order to survive the headwinds of the coronavirus.

Regarding Kaizen activities, which are effective means for improving the productivity of companies, some companies do not understand the specific points of Kaizen activities and how to start them or introduce them. There are also many companies that Kaizen activities stay only temporary and do not take root in the corporate culture or companies that do not understand the necessity of continuation.

This program is designed for managers who want to gain the approval and understanding of the top of the companies in the development of improvement activities, and team leaders who motivate team members and promote activities to acquire the knowledge and know-how necessary for Kaizen activities and creating a corporate culture while focusing on 5S (especially Sitsuke, discipline), the basis of kaizen activities and removing Muda (waste).

#### **OBJECTIVES**

We aim for Kaizen activity team leaders or managers who are engaged in Kaizen activities or have plans for future efforts in companies in developing countries to achieve the following goals:

- 1) To understand the three steps of Kaizen activities.
- 2) To understand the basics of 5S activities, specific efforts and points of implementation as a foundation for company-wide Kaizen activities.
- 3) To understand specific efforts and application examples of Kaizen activities such as removing Muda (waste) and loss detection.
- 4) To understand how to continuously carry out and establish Kaizen activities.

## DATE AND TIME

**DAY 1: Tuesday, 29 November 2022, 4:00-7:00PM (Japan)**

**DAY 2: Wednesday, 30 November 2022, 4:00-7:00PM (Japan)**

\*Please check the webinar start time in your country with **[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE** or ask it to the AOTS Alumni Society in the leaflet.

## TARGET COUNTRIES

In principle, Developing Countries in Southeast Asia, Oceania, Mongolia and Bangladesh.

\*Please refer to **[Table 2] LIST OF TARGET COUNTRIES** for details.

## NUMBER OF PARTICIPANTS

40 participants in total

## TARGET PARTICIPANTS

Managers, supervisors (in principle) in target countries.

### **[Basic Requirements for Participants]**

In order to participate in the management training, the following conditions must be satisfied, in addition to the work experience and position requirements specified for each program.

- a) Participants should live and work in target countries. Japanese is NOT applicable.
- b) Participants should belong to either corporation or organization.
- c) Participants should be 20 years old and over.
- d) Participants should have enough English language ability so as to be able to understand the program content.
- e) Participants should not be armed forces personnel.
- f) Participants should not be students.
- g) Participants should not be consultants.

## THEME OF THE WEBINAR

1. "Kaizen Culture" to raise people
2. 5S as a foundation for Kaizen
3. 5S application examples
4. Muda (waste) elimination and Kaizen
5. How to continuously carry out Kaizen activities

## LECTURER

### Mr. Tatsuhiko Tomii



**Managing Director, One Asia Consulting Co., Ltd.  
Accredited Management Consultant by JPC.**

Holding more than 120 workshops & seminars (approximately 3,300 participants) in mainly Asian countries since April 2011, he is active in Japan, Vietnam, India, Thailand, Malaysia, Philippines and Egypt as a consultant on matters such as MFCA, production improvement and human resource development.

## LANGUAGE

The webinar will be conducted in **English**. The lecture material will be prepared in **English**.

## PARTICIPATION FEE

**70USD** This webinar will be implemented with the subsidy from the Japanese Government and sponsored by **Federation of Southeast Asian AOTS Alumni Societies (FOSAAS), AOTS Alumni Society of Mongolia, and AOTS Alumni Societies in Bangladesh (BAAS & CAAS)** .

## HOW TO APPLY

Send an attached application form by email to the person in charge of the AOTS Alumni Society in the leaflet by the application deadline. After the deadline of AOTS Japan, AOTS will screen the applicants and select the participants, who will be notified from the AOTS Alumni Society by email. If no AOTS Alumni Society exists in your country (region), please apply through the AOTS Alumni Society in your nearest area.

For the list of AOTS Alumni Societies, please visit <https://www.aots.jp/en/alumni/about/>.

## APPLICATION DEADLINE

**Wednesday, 2, November 2022 (Japan Time)**

\*After the deadline, the applicants will be notified as to whether you are accepted or not by e-mail from the Alumni Society in your area.

## ONLINE TOOL

### Zoom Meeting

\*When selected as a participant, you will receive an invitation email. Please register for the Meeting by clicking on the link in the email.

\*After registration, a registrant will receive another email including the button to participate in the Meeting. On the day of the Meeting, just click this button.

\*Invitation emails will be sent to all the approved participants. If you do not receive an email, please contact AOTS Alumni Society/Association you applied for.

\*Participants are requested to install the application of Zoom Meetings in his/her PC beforehand for smooth participation in the meeting. Be sure to check the version of the app and keep it in the latest version. You can test a video meeting from your device: <http://zoom.us/test>

\*We are planning discussions and presentations from participants in the program. We recommend that you join from a PC instead of a smartphone. Also, please prepare a device equipped with a microphone and a webcam.

## NOTES

- ◇ AOTS certificates will be awarded to participants who meet the criteria.
- ◇ **We are planning discussions from participants, so please turn on your webcam when you participate.**
- ◇ Personal information provided by the participants may be used to publicize other AOTS Training Programs and conduct questionnaires based on consent of the participants.
- ◇ Participants shall not reproduce, distribute, or alternate the lecture materials or film the webinar without prior permission from AOTS. Participants are asked to make a pledge not to commit any violation.
- ◇ In the event of an unavoidable accident (war, riot, labor dispute, earthquake, storm, fire, flood, epidemic, etc.) or network / equipment trouble, AOTS may cancel the implementation of the webinar.
- ◇ Do not transfer the meeting information (meeting link/number/password) given to the participants to anyone other than the participants without permission.
- ◇ AOTS will not be held responsible if it becomes difficult for participants to participate in or continue to participate in the webinar due to an unavoidable accident or network/equipment trouble.

## INQUIRY

The Association for Overseas Technical Cooperation and Sustainable Partnership  
Overseas Cooperation Group

30-1, Senju Azuma 1-chome, Adachi-ku, Tokyo 120-8534, JAPAN

Tel : 03-3888-8256

Fax : 03-2888-8242

E-mail: [webinar-kaikyo@aots.jp](mailto:webinar-kaikyo@aots.jp)

**[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE**  
 (Only countries with AOTS Alumni Societies are listed.)

Country (Region)	Time difference with JST ( ) indicates the time difference during daylight savings time.
Mongolia (Ulaanbaatar)	JST - 01:00
Malaysia	JST - 01:00
Philippines	JST - 01:00
Cambodia	JST - 02:00
Indonesia (Jakarta)	JST - 02:00
Thailand	JST - 02:00
Viet Nam	JST - 02:00
Bangladesh	JST - 03:00

**[Table 2] LIST OF TARGET COUNTRIES**

Applicants should be residing in the following countries.

Asia	Oceania
Bangladesh	Fiji
Cambodia	Kiribati
Indonesia	Marshall
Laos	Micronesia
Malaysia	Nauru
Mongolia	Niue
Philippines	Palau
Thailand	Papua New Guinea
Timor-Leste	Samoa
Viet Nam	Solomon
	Tokelau
	Tonga
	Tuvalu
	Vanuatu
	Wallis and Futuna

If no AOTS Alumni Society exists in your country (region), please apply through the AOTS Alumni Society in your nearest area.

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