

5S in the Food Industry

How to Implement an Employee-Driven Tool Management Program

The webinar will begin shortly.
Thank you for your attendance!

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5S in the Food Industry

How to Implement an Employee-Driven Tool Management Program

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We help keep food production and other hygiene-sensitive environments cleaner and safer.



Webinar Housekeeping

- ❑ The presentation will last about 45 minutes.
- ❑ After the presentation, there will be a 10-15 minute Q&A session. You may send your questions in the chat box provided.
- ❑ This webinar is being recorded and we will send you the recording a few days after the live event.
- ❑ We will reach out after the webinar to answer any questions we do not address during the session.



About our Presenter

Amit M. Kheradia

Education and Technical Support Manager

- Over 16 years of experience in food safety, quality, and processing technology
- Worked for SMEs and Fortune 500 companies in North America and Africa
- Conversant with HACCP, U.S. FDA FSMA, Canadian food regulations, and global food safety standards
- Academic qualifications:
 - M.S. Food Safety & Quality Assurance, University of Guelph, Canada.
 - B.S. Food Science and Technology, University of Nairobi, Kenya.



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About Remco and Vikan



Leading provider of advanced hygiene and cleaning products and solutions for key sectors, with a global presence in over 90 countries.



Supplies color-coded sanitation and material handling tools for the food industry in North America.

Remco is Vikan's dedicated presence in North America (U.S. and Canada).
For more information, visit us at: remcoproducts.com/about



Webinar Outline

1 5S Basics

2 5S and Food Safety

3 5S Tool Management and Contamination Control

4 5S Implementation and Resources

What is 5S?

5S is a popular **workplace organization method** that can help any company to systematically create a safe, clean, and structured workspace



5S in the Food Industry:
<https://viewer.ipaper.io/vikan/white-papers/5s-in-the-food-industry/5sfoodindustry/>



Sort

Select what tools are needed for the job and remove everything else from the work area



Set in Order

Arrange tools so they are easy to select, use, and return to their proper location



Shine

Spot dirty, non-conforming tools and then clean, repair or remove them from service



Standardize

Develop & implement a visual, (e.g., a color-coding plan) that employees can consistently follow



Sustain

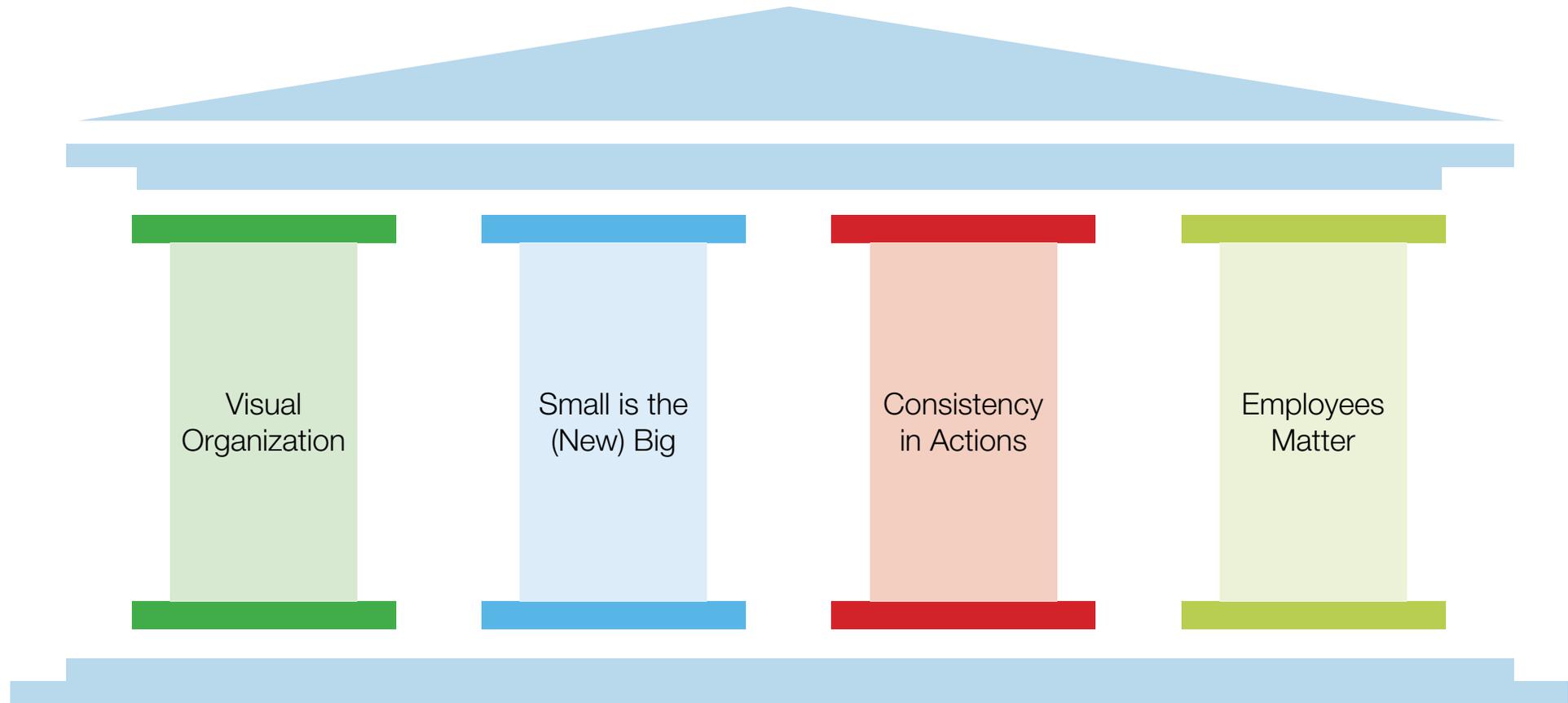
Create a food safety culture among employees so they can work towards contamination prevention



At some sites, Safety (of employees) and Security (of infrastructural systems) may be added to the 5S methodology

*** NOTE: Every activity may not require all the 5S elements**

The 4 Pillars of 5S



Benefits of 5S Implementation



1. Promotes food safety
2. Organizes workplace
3. Orderliness means fewer accidents
4. Motivates workforce by fostering a learning culture
5. Streamlines processes and operations
6. Enhances value
7. Eliminates or significantly reduces waste
8. Helps consistently deliver products and services
9. Improves an established purposeful system
10. Sets a stage for continuous improvement

5S and Food Safety

5S elements may apply to each point on the farm-to-fork continuum and they strengthen a site's Food Safety Management System (FSMS):



5S and Regulatory Compliance



21 CFR 117.35

(a): “Buildings, fixtures, and other physical facilities of the plant must be maintained in a clean and sanitary condition and must be kept in repair adequate to prevent food from becoming adulterated.”



A site producing meat, poultry and egg products must take the appropriate measures to maintain sanitary conditions targeting the facility, equipment, processing environment, including those areas that can impact food safety.



Regulation (EC) No. 852/2004 on hygiene of foodstuffs

Chapter 1: GENERAL REQUIREMENTS FOR FOOD PREMISES emphasizes food premise cleaning, maintenance, layout, design, construction, siting, and size.

5S and Global Standards Conformance



BRCGS for Food Safety Issue 8

Clause 4.11.1: “The premises and equipment shall be maintained in a clean and hygienic condition.”



SQF Edition 9 Code on Food Manufacturing

Clause 11.1.7.7: “All equipment and utensils shall be cleaned after use ... and be stored in a clean and serviceable condition to prevent microbiological or cross-contact allergen contamination.”



FSSC 22000 Version 5.1

Clause 8.6 in ISO TS 22002-1. 2009: “A preventive maintenance program shall be in place, and include all devices used to monitor and/or control food safety hazards.”

5S and Food Safety

In reference to US facilities, 5S can facilitate the implementation of GMPs:

“Because over 85 percent of food safety issues in a site are generally caused by failures in Good Manufacturing Practices (GMPs) rather than Hazard Analysis and Critical Control Points plan shortcomings, 5S has gained prominence industry-wide as a way to comply with Food Safety Modernization Act-based regulations that focus on prevention.”

Link: [5S in the Food Industry: Examples and Tips for Implementation | Food Safety \(food-safety.com\)](https://www.food-safety.com/5s-in-the-food-industry-examples-and-tips-for-implementation/)

A hand in a blue glove is scrubbing a surface with a blue brush. A white circular logo is overlaid on the image, containing the text 'BRCS' in green and 'Food Safety' in black below it. In the top right corner of the image, there are four small circles containing the numbers 1, 2, 3, and 4, with the number 2 being the largest and most prominent.

BRCS

Food Safety

Failures in Housekeeping and Hygiene:
#1 Non-conformances during 2021

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5S Tool Management Program



If poorly managed, tools can become sources and vectors of contamination.

Reference: [How to Keep Cleaning Tools from Becoming Vectors of Contamination - Your Partners in Hygiene \(remcoproducts.com\)](https://remcoproducts.com/how-to-keep-cleaning-tools-from-becoming-vectors-of-contamination-your-partners-in-hygiene)

A SORT – Every Tool has a Purpose

Select tools according to their functional use:



- Separate tools you need from those you don't require in the workspace
- **Red-tag** or clearly label and separate tools not in use

B SET-IN-ORDER – Every Tool has its Place

Tool storage stations are available in their respective hygienic zones:



C SHINE – A Tool is Cleaned and Well-Maintained

The cleaning and maintenance of tools are value-added activities:

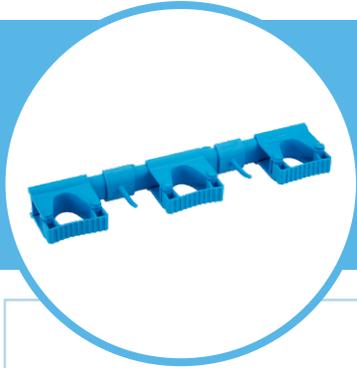


Cleaning tools should be cleaned



Inspect tools frequently and replace as appropriate

D STANDARDIZE – Procedures are Well-Known and Clearly Stated

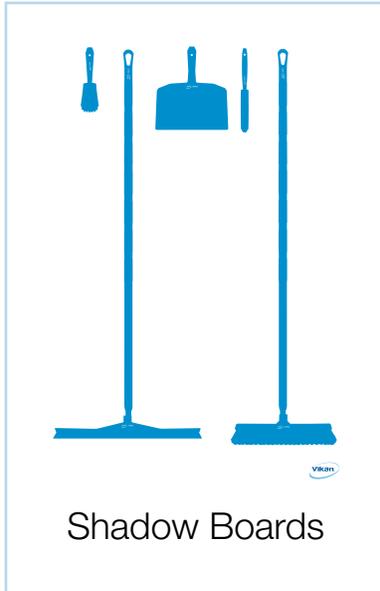


Designated Tool Storage Areas

Hygienic Zone Planner



Hooks



Shadow Boards



Wall Brackets



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Other resources include SOPs, instruction sheets, “5S Your Tools” checklist, etc.

E SUSTAIN – Every Action Can Be Replicated and Improved Upon

Create a Food Safety Culture:

Sustaining The Tool Management Program

- 1) Tool Selection
- 2) Tool Use
- 3) Tool Maintenance:
 - Cleaning
 - Inspection
 - Replacement
 - Storage



Success Story Testimonial

“I have had great success partnering with Remco to help my customers set up systems to prevent cross contamination. I recently worked on a program helping a group of grocery stores eliminate mops and buckets in their buildings. We designated colors for each department and did a needs assessment to determine the right tools for the job. Using custom wall charts and face-to-face training we were able to help prevent the spread of bacteria. My customer loves the program because regardless of language barriers the colors make it very simple. No matter if I am working with a food processor or school district, these tools make it easy to help my accounts. Please feel free to connect with me on LinkedIn for more information.”

Jennifer Mouradian, Account Manager, Nichols, a Division of Imperial Dade
Jennifer.mouradian@enichols.com



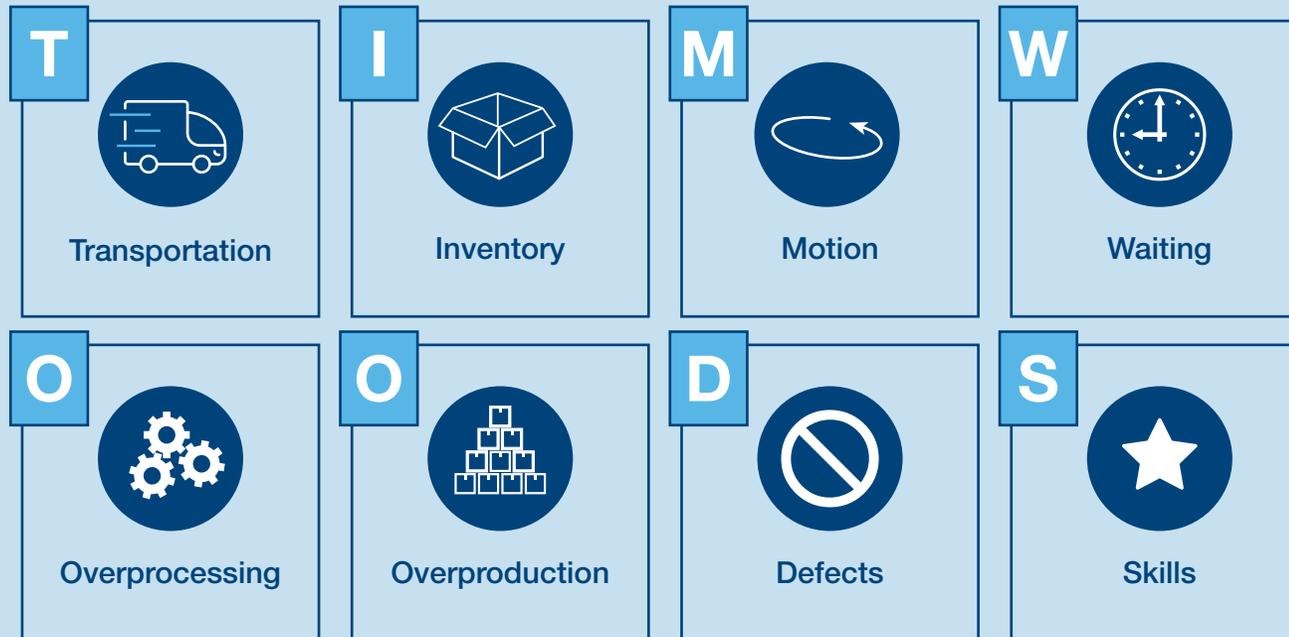
5S Implementation Options

- **Standalone 5S Program**
e.g., for tool management
- **As part of the FSMS:**
FOOD SAFETY MANAGEMENT SYSTEM (FSMS) is a risk-based operational framework used by an organization to ensure that the final food product is safe and wholesome for their consumers:



5S Implementation Options (cont.)

(c) As a foundation of lean operations to eliminate/reduce wastes:



T – unnecessary movement of tools

I – not getting the right tool at the right time

M – excessive motion due to poor tool ergonomics

W – time lost due to poor tools and resources

O - ineffective and inefficient tool management

O – uneconomical or wasteful tool and resource use

D – defective or damaged tools

S – lack of employee training on tool management

Steps for Setting Up a 5S Workplace Organization Culture

1. Get Company-wide commitment
2. Form 5S Improvement Team
3. Divide facility into manageable zones and allocate 5S action items
4. Designate zones to trained employees who implement 5S action items
5. Designate zones to trained employees who review 5S action items
6. Deliberate on 5S Improvements as a Team
7. Set frequency for 5S Review
8. Set future dates for 5S Review

1. Get Company-Wide Commitment



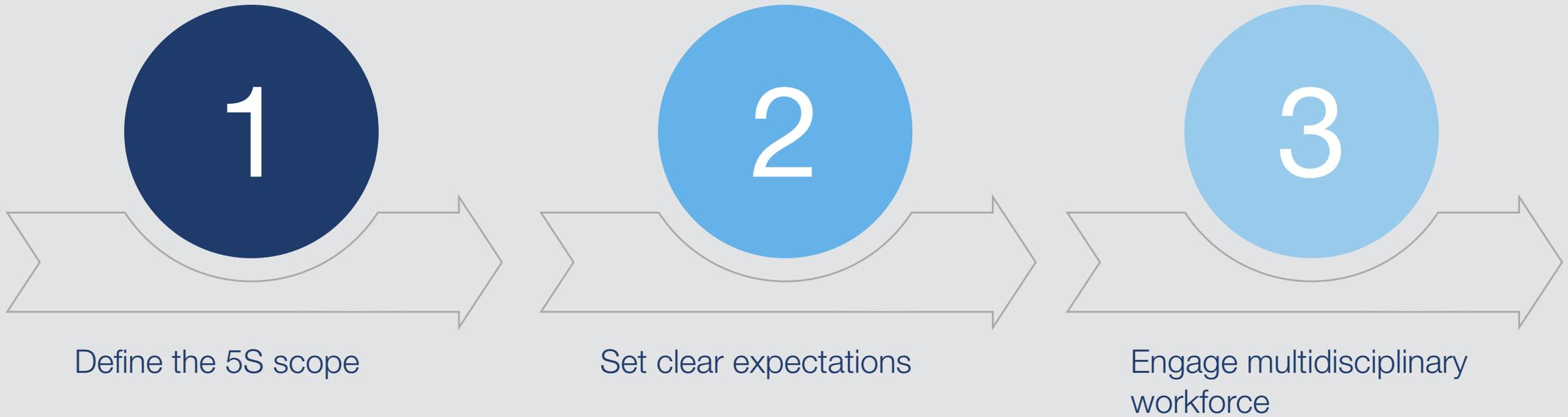
Management

+

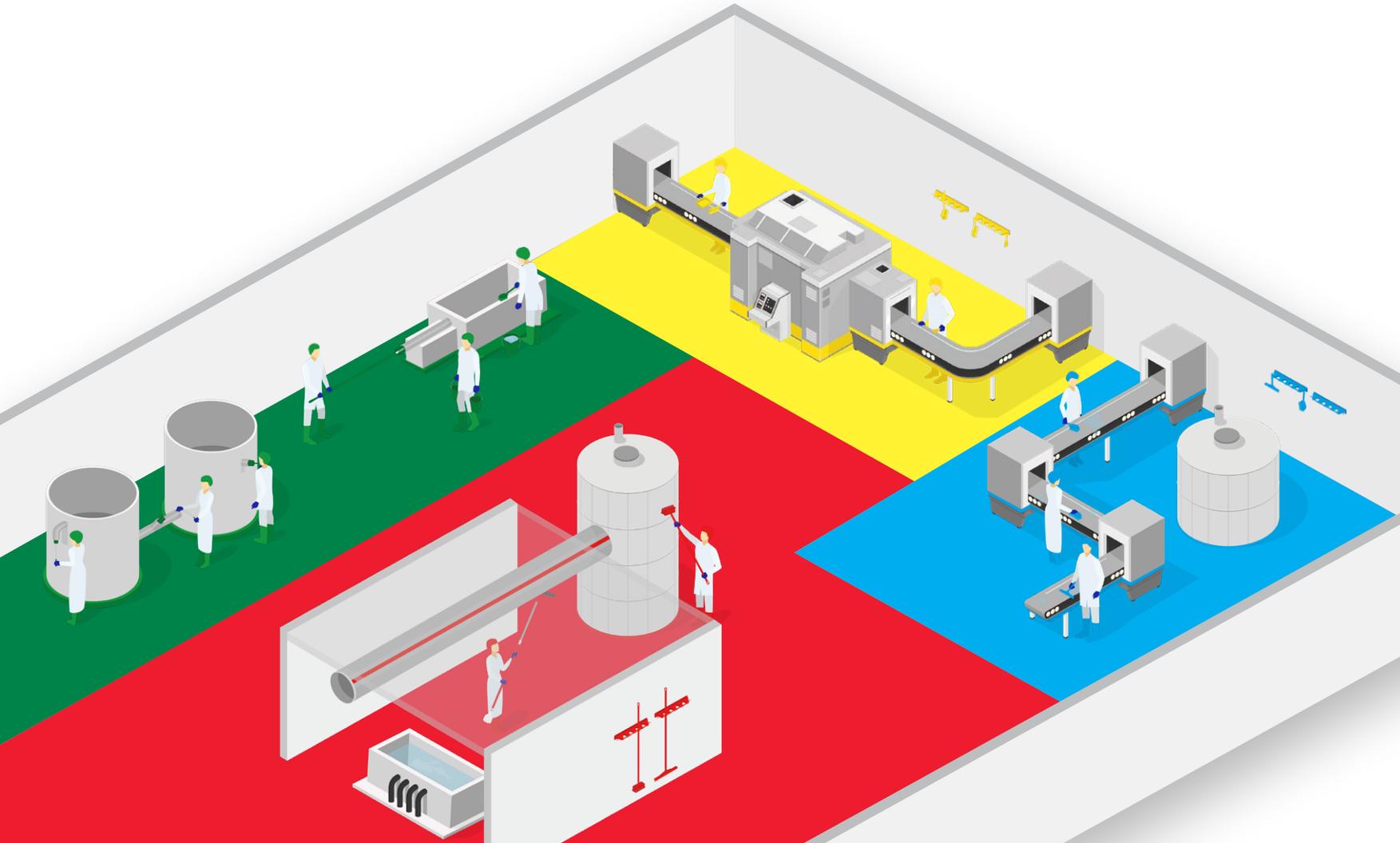


Workforce

2. Form a 5S Improvement Team



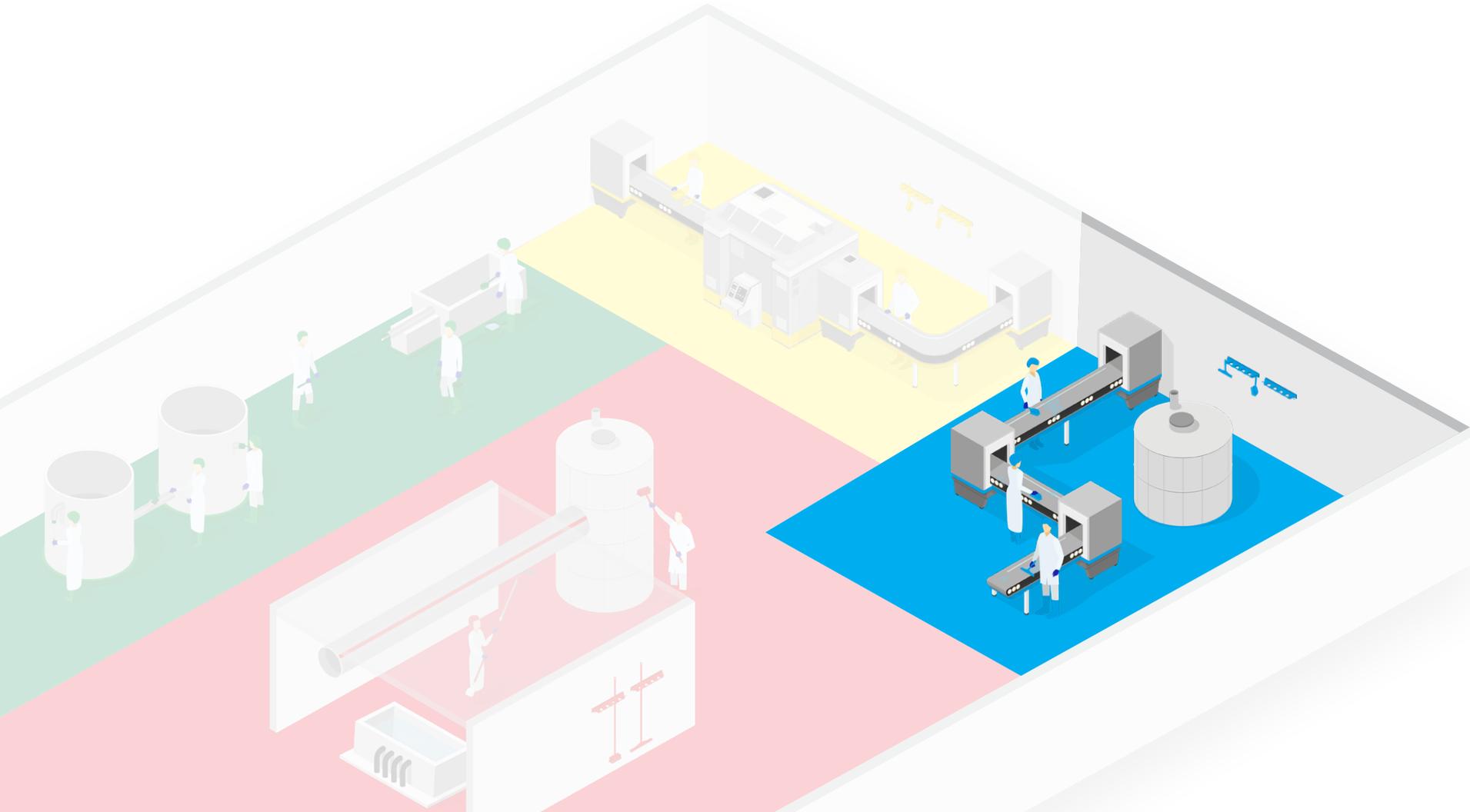
3. Divide the Facility Into Manageable Zones and Allocate 5S Action Items



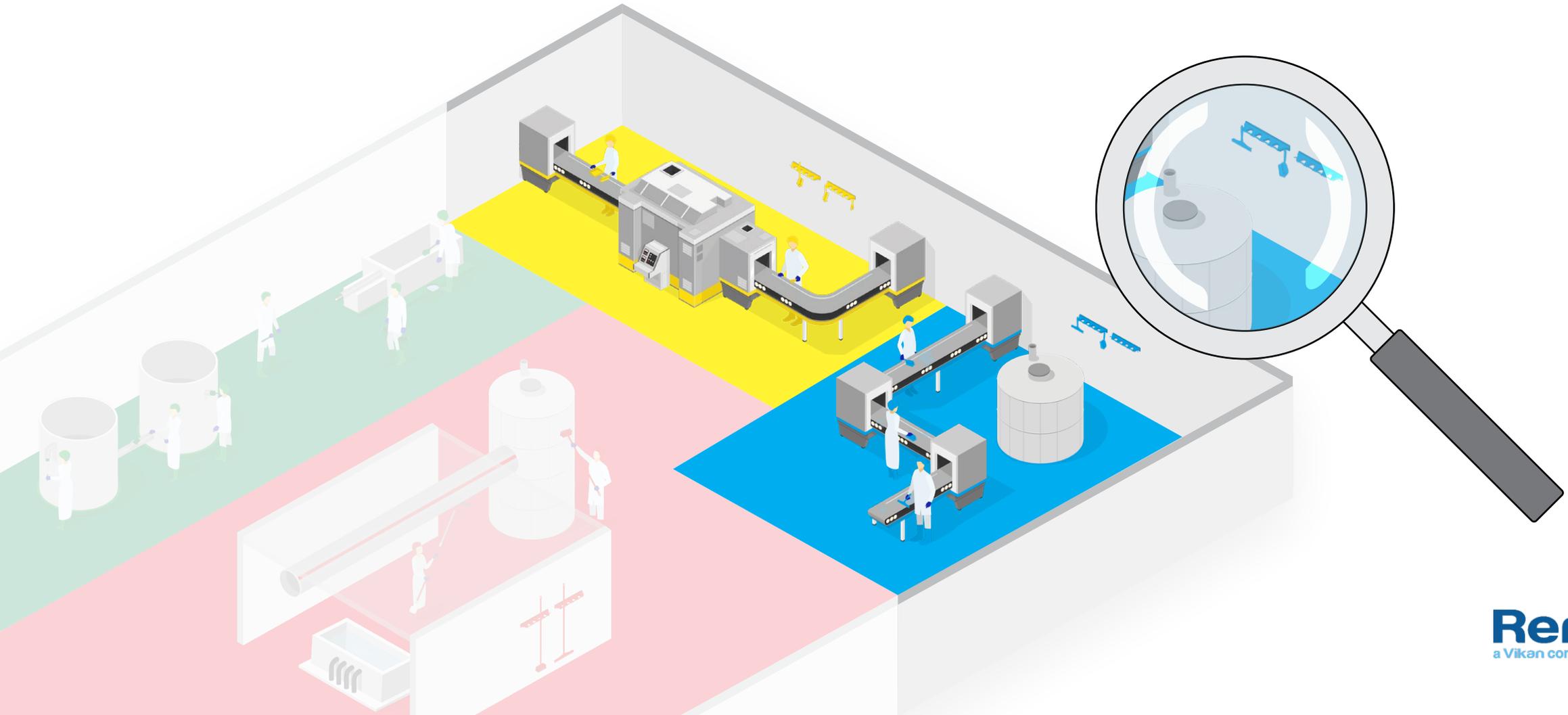
Action items on:

- Tools
- Utensils
- Other inventory
- Equipment
- Areas...

4. Designate Zones to Trained Employees Who Implement 5S Action Items



5. Designate Zones to Trained Employees Who Review 5S Action Items



6. Deliberate on 5S Improvements as a Team



7. Set Frequency for 5S Review



The image shows three calendar grids. The middle grid is magnified by a magnifying glass with a stylized eye in the center. The magnifying glass is positioned over the dates 11, 12, and 13 of the middle calendar, which are the days immediately following the 5S review date (the 10th). This visualizes the concept of setting a review frequency.

To sustain 5S Improvements, reviewers can make:

- Daily Checks
- Periodic Checks
- Change-only Checks

8. Set Future Dates For 5S Review

CALENDAR						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12 <i>Review</i>	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Our Products

Product ranges include:



Hygienic cleaning tools



Material handling tools



Metal-detectable tools



Waterfed systems



Hygiene-sensitive gowns and aprons



Ultra Safe Technology (UST) tools



Floor and drain tools



High temperature resistant tools



Industrial range tools



Transport range tools



Special order products



ColorCore range

Vikan Link (Global): Vikan.com
Remco Link (US and Canada): remcoproducts.com/products/

Service: Site Survey

7 great reasons why you should schedule a Site Survey:

1. Improve and standardize your hygiene setup
2. Get a complete overview of your cleaning and material handling tools
3. Implement a color-coding plan or update your existing one
4. Prepare more effectively for audits
5. Rationalize your cleaning tool deployment
6. Solve specific cleaning challenges
7. Move hygiene further up the agenda at your plant

Vikan Link: [Site Survey - Vikan](#)

Remco Link: [Site Survey](#) | [Virtual Site Survey](#)

More Information on 5S

Implementing 5S in the Food Industry

AMIT KHETRAL, EDUCATION AND TECHNICAL SUPPORT MANAGER, REMCO
DEEPA SMITH, GLOBAL HYGIENE SPECIALIST, VIKAN AS

INTRODUCTION TO 5S
5S is a popular workplace organization method that can help any company to systematically create a safe, clean, and structured workspace. First developed and implemented in post-war Japan by the Toyota Motor Company, 5S became a key element in lean manufacturing.

The 5S Elements are typically as follows:

Japanese name	5S Element	Short description
SEIRI Seiri	Sort "Everything has its purpose"	Select what's needed for the job and remove everything else from the work area.
SEITON Seiton	SET IN ORDER "Everything has its place"	Arrange items so that they are easy to select, use, and return to their proper location.
SEISO Seiso	SHINE "Everything is clean and well-maintained"	Spot dirty, non-conforming items and then clean, repair, or replace them from service.
SEIKETSU Seiketsu	STANDARDIZE "Every action is well known and clearly marked"	Develop and implement visual standards that employees are able to consistently follow.
SHUSTAI Shustai	SUSTAIN "Every action is institutionalized and improved upon"	Create an improvement culture among employees so they can find better ways of reducing effort.

Note: At some sites, **SAFETY** of employees and **SECURITY** of financial systems may be added to the 5S workplace organization strategy.

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Implementing 5S in the Food Industry
Vikan ipaper

MAY 2, 2017 BY WHITNEY LEE

5S in the Food Industry

Sort, straighten, shine, standardize, and sustain. These five principles comprise the 5S lean manufacturing method that originated in Japan. While 5S can help any organization, the principles contained in the alliterative method should especially appeal to those in food processing for its ability to promote food safety through a clean, safe, and organized workplace.

5S principles are based on the idea that a well organized and clean workplace increases employee satisfaction, promotes worker safety, and decreases product waste. 5S relies on everything having its own place that's easily identifiable. Like color-coding, 5S uses the idea of a "visual factory" that lets workers know at a glance where tools are and where they should be put back after they're cleaning.

Sort

For the sort step, work areas should be cleared of things that aren't needed daily. Discard junk that's broken or simply not needed, along with broken tools. Items that are needed, but only on an infrequent basis, should be moved to storage. If an item is misplaced or stored illogically, it should be moved to a more convenient location.

5S in the Food Industry
Remco blog article

5S in the Food Industry

Sort, straighten, shine, standardize, and sustain. These five principles comprise the 5S lean manufacturing method that originated in Japan. While 5S can help any organization, the principles contained in the alliterative method should especially appeal to those in food processing for its ability to promote food safety through a clean, safe, and organized workplace.

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Over 80 percent of food safety issues in a facility are generally associated with poor Good Manufacturing Practices, which are related to personnel; plants and grounds; sanitary operations; facilities and controls; equipment and utensils; process controls; warehousing and distribution; holding and

5S in the Food Industry
Food Safety Magazine article

5S in the Food Industry: Examples and Tips for Implementation

March 3, 2020
Order Reprints

5S has been shown to be an effective Japanese-based m operational efficiency along with improving food safety processing plants. The main goal of 5S is to help compa clean, and structured workplaces with reduced waste. E percent of food safety issues in a site are generally caus Manufacturing Practices (GMPs) rather than Hazard Ana Control Points plan shortcomings, 5S has gained promin as a way to comply with Food Safety Modernization Act that focus on prevention.

5S Principles

Japanese Name	5S Element	Short Description	Examples from the Food Industry
SEIRI Seiri	Sort "Everything has its purpose"	Select what is needed for the job and remove everything else from the work area.	Color-coding shelves, storage bins, and equipment to identify items.
SEITON Seiton	SET IN ORDER "Everything has its place"	Arrange items so that they are easy to select, use, and return to their proper location.	Labeling shelves and bins with item names and quantities.
SEISO Seiso	SHINE "Everything is clean and well-maintained"	Spot dirty, non-conforming items and then clean, repair, or replace them from service.	Using bright, durable floor lights to highlight areas that need attention.
SEIKETSU Seiketsu	STANDARDIZE "Every action is well known and clearly marked"	Develop and implement visual standards that employees are able to consistently follow.	Using color-coding to identify items and equipment that are not to be used in certain areas.
SHUSTAI Shustai	SUSTAIN "Every action is institutionalized and improved upon"	Create an improvement culture among employees so they can find better ways of reducing effort.	Developing employee-led improvement projects.

5S in the Food Industry:
Examples and Tips for Implementation
Food Safety Magazine article

Vikan Downloads: Vikan.com

Remco Knowledge Center: remcoproducts.com/knowledge-center/

Vikan Food Safety Webinar Series

What's Next?



Topic:

Biofilms: Focus on Drain Cleaning

Date & Time:

12 May 2022,
3 PM CEST (9 AM EST)

Presenter:

Deb Smith, Vikan

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Providing: Food Safety Best Practices Guidance, Recommendations, Training & Workshops, and Documentation
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Questions?

