Quality LearningHub & Consultancy Singapore
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MISTAKE PROOFING (POKA YOKE)

Introduction:

Mistake Proofing (or Poka-yoke) was "invented" in 1961 by Dr. Shigeo Shingo to achieve ultra-low defect levels by tackling human errors in the workplace head-on. Shown to be remarkably successful, Mistake Proofing programs and applications can now be found world-wide. This technique is most often deployed in production and design processes and is commonly integrated into many improvement programs and quality systems. To become a world-class competitor, an organization must adopt a philosophy and practices of producing zero defects. Mistake Proofing methods are one of the proven means for achieving this goal.

Course Objectives:

This course will enable the participants to:

- Understand the concept of zero quality control environment and mistake-proofing concepts and how mistake-proof systems and devices are applied to prevent mistakes from becoming defects.
- Select and acquire the use of various mistake-proof methods in different situations
- Develop a system that will automatically detect and correct error at every stage

Course Contents:

1. **Zero Quality Control (ZQC)**
   - 1.1 What is Zero Quality Control (ZQC)?
   - 1.2 The PDCA cycle
   - 1.3 Error and Defects
   - 1.4 Integrating Do and Check in the Zero Defects
   - 1.5 The Elements of Zero Defects Approach

2. **Inspection Process**
   - 2.1 Judgement Inspection
   - 2.2 Informative Inspection
   - 2.3 Self Check Inspection
   - 2.4 Successive Inspection
   - 2.5 Four Components of Zero Defects Quality

3. **Understanding Mistake-Proofing (Poka Yoke)**
   - 3.1 Why mistakes are made?
   - 3.2 Strategies for Zero Defects

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3.3 Mistake-Proofing Principle and Concept
3.4 The purpose for the Mistake-Proofing
3.5 The desired outcome
3.6 Mistake-Proofing Methods
3.7 When Mistake-Proofing won't work
3.8 Practical, feasible and cost-effective Mistake-Proofing

4. **The Mistake-Proofing (Poka Yoke) Process**
   4.1 Mistake-Proofing Steps
   4.2 Mistakes-Proofing Process Tools & Techniques
   4.3 Integrating Mistake-Proofing with FMEA (Failure Mode and Effect Analysis)
   4.4 Root Cause Analysis
   4.5 Develop Mistake Proofing Solutions
   4.6 Verify and Implement Mistake Proofing Solutions
   4.7 Develop Control Plan
   4.8 Continuous Improvement

5. **Case Studies and Group Discussions from Industry Examples and Data**

6. **Summary and Questions & Answers Session**

Who Should Attend:

This course is particularly suitable for and benefit to Engineers, Quality Managers, Production Managers, Process Improvement Managers, Process Specialists or any personnel involved in technical, maintenance, production, process control and improvement activities.

Award of Certificate:

Participants will be issued with a Certificate of Successful Completion upon meeting 75% of the required course attendance.

Duration:

2 days (14 hours)

Course Fee:

$380 nett per trainee (GST is not applicable).

(Course fee is inclusive of all training materials and light refreshments.)