

# MALTA 2011

## LEAN BUSINESS EXCELLENCE

- advanced executive education -

First time in Malta

Dr. Carlo Scodanibbio  
and  
Ing. Joseph Micallef

jointly present:

"a modular and most comprehensive training program on lean management principles for the industry within the Maltese islands and neighbouring countries"

*Event 14*

### "ACHIEVING QUICK CHANGE-OVER"

For Frontline & Supervisory Personnel in Manufacturing Operations

28 October 2011 - Malta Enterprise - Malta

"...a critical 'stepping-stone' towards Lean Manufacturing..."

with thanks to:



**ACHIEVING QUICK CHANGE-OVER**

**A 1-Day Training Event Developed And Facilitated By:**

Dr. Carlo Scodanibbio – Ing. Joseph Micallef  
email: [carlo@scodanibbio.com](mailto:carlo@scodanibbio.com) [jmicallef@theiet.org](mailto:jmicallef@theiet.org)

<http://www.scodanibbio.com/malta2011/>



# ACHIEVING QUICK CHANGE-OVER (SMED)

## Foreword .

**“it's a job that's never started  
that takes the longest to finish”**

**FROM THE DESKTOP OF DR. CARLO SCODANIBBIO AND ING. JOSEPH MICALLEF**

Dear Delegate(s),

*This course is designed to give participants a practical, in depth and "hands-on" presentation of the **Achieving Quick Change-Over** discipline (the modern evolution of Shigeo Shingo's **SMED**), aimed at reducing drastically all set-up times (die-changing, mould-changing, re-tooling, line setting, etc.).*

*Through Quick Change-Over, manufacturers may finally open the door to **Lean Manufacturing** and **Flow Production** practices, and target at large-scale improvements in productivity, quality and reactivity to clients' needs and expectations (**World Class Manufacturing** status).*

*The course is very interactive, complemented by practical exercising and supported by appropriate case studies. Participants will be guided through a step-by-step process that will lead to set-up time reductions of up to 80% and, in many instances, to "one-touch change-over".*

*Besides, participants will understand the strategic importance of fast change-over for modelling a "flow" style of production, the heart of Lean Manufacturing.*

*Basic concepts of Flow Production/Lean Manufacturing, Cell Production, Multi-Process Operations, "in-process Quality Control", Total Productive Maintenance and Total Employee Involvement will be illustrated, as well as their relations to the AQCO discipline.*

*Participants will be given operational guidelines and criteria for the introduction and development of valid AQCO programs within their own organisations, and furnished with practical hints to identify those opportunity areas in which pilot AQCO projects should be implemented.*

*We **GUARANTEE** that you will leave this workshop with the knowledge and tools to improve the value proposition of your organisation!*

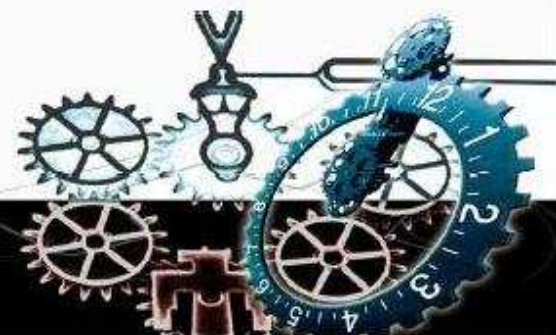
*Dr. Carlo Scodanibbio and Ing. Joseph Micallef*

**Lean isn't an option any more - it's a necessity!!!!!!**

Event Facilitator:  
Dr. Carlo Scodanibbio - Independent Consultant

Event Date:  
28 October 2011

Event Venue:  
Malta Enterprise - Malta



# ACHIEVING QUICK CHANGE-OVER (SMED)

## Event Outline .

### Timings:

Registration will be at 08:00 on each day with the course beginning at 08:30. There will be a 15min break for refreshments in the morning and the afternoon (at approx. 10:15 and 15:15 respectively) and lunch will be served at 12:30. Each course session will conclude at 17:00. All timings are approximate due to the interactive and intensive nature of the course.

- **World Class Manufacturing:** the scenario.
- **Value Adding Management** in the manufacturing industry: the pilot light and the driving Lean philosophy for the new millennium. Focusing on processes to maximise value and eliminate waste.
- **Total Productive Maintenance:** the world-class discipline that fights to death all equipment-related losses - the relationship between *Total Productive Maintenance* and *Achieving Quick Change-Over*
- Productive process time and cost analysis: identifying **value-adding** and **non-value-adding** activities.
- *Batch and Line Operations* - the large-variety/small-lot situation. Why the traditional "Economic Order Lot" principle is today obsolete. The "stock" issue.
- **Movie-time:** the negative effects of long change-over operations. Detrimental effects on people morale. The final result: brain laziness.
- **Interactive Team Simulation:** why traditional change-over time is too long.
- Foundations of **Achieving Quick Change-Over (AQCO):** Team improvement to set-up activities.
- Distinguishing between *Internal* and *External* set-up.
- The correct approach to Workplace Management through **SOCO (5S)**. Converting internal to external set-up.
- Improvements in external set-up activities. Improvements in internal set-up activities.
- Eliminating the need for adjustment - the **Poka-Yoke** approach.
- Techniques, hints and tips for *Quick Change-Over*. Parallel operations - "Bolts and nuts are our enemies" - Functional clamping - Eliminating all residual waste - Benefits of video recording.
- Useful forms for *Quick Change-Over*: what should beneficially be documented.
- "**Single-minute**" and "**one-touch**" Change-Over. Case study: how to reduce a set-up time from 1 hr to 2 minutes.
- Planning for AQCO: this is a project and should be handled as such.
- **People** and *Quick Change-Over*: **TEI-Total Employee Involvement** is the ideal HR Management discipline to handle an AQCO project.
- *Achieving Quick Change-Over*: a cultural revolution.

**This event is a very interactive workshop aiming at transmitting basic and advanced QUICK CHANGE-OVER concepts and principles to attending delegates in a practical, hands-on, result-oriented fashion.**

Training Grants ranging between 60 and 80% may be made available to eligible enterprises through the Training Aid Framework (TAF) Scheme administered by the ETC.

Deadline for Training Grants Application: 4 October 2011.

**NB: the onus of enquiring about and applying for Training Grants rests vested with your Organisation.**

# ACHIEVING QUICK CHANGE-OVER (SMED)

## Event Objectives .

**WALK AWAY HAVING A POWERFUL GRASP OF WORKING SKILLS TO:**

- **Learn** core concepts and principles of World Class Manufacturing and its main disciplines (Lean Manufacturing, Total Productive Maintenance, Total Employee Involvement)
- **Understand** how SMED (Single Minute Exchange of Dies) has evolved since its inception into the Lean Achieving Quick Change-Over discipline, and how it applies to all types of set-up operations
- **Grasp** the QCO methodology for step-by-step improvement with personnel involvement
- **Learn** how to “see” waste in set-up and change-over activities
- **Learn** how to achieve set-up time reduction of 80% and more
- **Learn** how to eliminate the need for any adjustment through the Poka-Yoke discipline
- **Know** how to develop a lean culture within your operational teams and instil a lean spirit in operation and set-up personnel

## About your Facilitators .

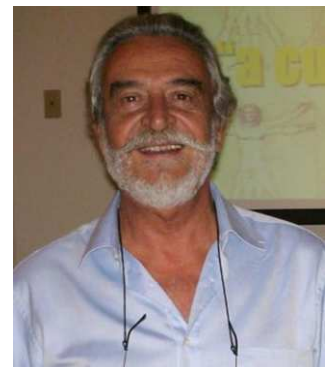


**Ing. Joseph Micallef** graduated in electrical engineering from the University of Malta in May 1992. He has been involved in the manufacturing industry since 1990. Initially starting his career within the medical devices and plastics processing manufacturing sector, he later moved on within the electronics manufacturing sector. Throughout his career, Joseph has had experiences in a variety of industrial and automation processes, research and development projects, various manufacturing processes and occupied senior technical and management roles in research and development, process control, quality management, occupational health safety and business process management. For over these last c. 14 years, Joseph has been occupying the position of Quality Manager within a very dynamic high tech electronics manufacturing industry sector. Apart from his broad industrial experiences gained through the last c. 20 years, Joseph has also paralleled his experience within the services sector through his various freelance projects which he has undertaken since the year 2000 when he had ventured into the freelance consultancy and mentoring/training business. Joseph's career spreads primarily in Malta, but he has been assigned several projects and training opportunities in various countries within Europe (UK, Scotland, Belgium, France, Finland, Italy), the US (Jacksonville, Houston) and the Middle East (Egypt).

Ing. Joseph Micallef is a corporate member of a number of institutions. In particular he is registered Chartered Engineer with the Engineering Council (UK) – *C.Eng.*, corporate member in the Institution of Engineering and Technology (UK) - *MIET*, European engineer through FEANI – *Eur.Ing.*, and warranted member within the Chamber of Engineers (Malta).

**Dr Carlo Scodanibbio** is an internationally renowned Trainer, Speaker and Industrial Consultant with over 40 years of experience in Plant Engineering, Project Engineering, Project Management, Industrial Engineering and Operations Management. A free-lance Consultant since 1979, he has worked in a wide spectrum of companies and industries in many Countries including Cyprus, Italy, India, Saudi Arabia, Malta, Namibia, Kenya, Botswana, Malaysia, Mauritius, Romania, Turkey, Lebanon and South Africa.

Carlo has co-operated, inter-alia, with several organisations such as Italian Chambers of Commerce and Industry, Cyprus Chamber of Commerce and Industry, Cyprus Productivity Centre, Malta Federation of Industry, Malta Chamber of Commerce and Industry, Mauritius Employers' Federation, Romanian Paper Industry Association, United Nations Industrial Development Organisation, Federation of Kenya Employers and University of Cape Town.



Enthusiastic, optimistic and a dynamic facilitator, Carlo has been a frequent instructor and speaker at seminars and courses attended by well over 15,000 participants. Carlo, holds a doctor degree in Electrical Engineering from Politecnico di Milano, and has written numerous articles and research papers which have been actively published in many manufacturing newsletters, bulletins and international magazines.

### Who Should Attend This Prestigious Event:

**This highly interactive event is intended for General Managers, Operations and Production Managers/Supervisors, Plant Managers and Engineers, Maintenance and Tool-Shop Managers, Set-Up Technicians and Machine Operators from Manufacturing Enterprises.**

**The course is equally beneficial also for delegates from non-Manufacturing Sectors (Service, Project/Construction).  
(Malta & neighbouring Countries)**

# ACHIEVING QUICK CHANGE-OVER

28 October – Malta Enterprise – Malta

## Registration .

Online Registration: <http://www.scodanibbio.com/malta2011/onlinereg/14.html>

### Event Fees, Discounts, Terms and Conditions

#### Fees and Discount Structure (prices are per Delegate excluding VAT)

Price per 1 Delegate €190 - **Deadline for Event Registration: 21 October 2011**

#### **Early Bird Registration**

Register and pay Event Fees by **4 October, 2011** and get **over 12% discount** on the above price: net, early-bird price = €170 pp.

#### **Loyalty Discount** (\*)

Organisations that participated in the Launching Conference 21<sup>st</sup> June 2011 qualify for an extra, overall **10% Loyalty Discount**

**Please complete and sign this Form, scan it and email it to [jmicallef@theiet.org](mailto:jmicallef@theiet.org) or [carlo@scodanibbio.com](mailto:carlo@scodanibbio.com)**

#### **DELEGATE/S DETAILS** (in BLOCK CAPITALS) (more than 5 Delegates: please add separate schedule)

- 1 Delegate Name \_\_\_\_\_  
Position \_\_\_\_\_  
Email \_\_\_\_\_
- 2 Delegate Name \_\_\_\_\_  
Position \_\_\_\_\_  
Email \_\_\_\_\_
- 3 Delegate Name \_\_\_\_\_  
Position \_\_\_\_\_  
Email \_\_\_\_\_
- 4 Delegate Name \_\_\_\_\_  
Position \_\_\_\_\_  
Email \_\_\_\_\_
- 5 Delegate Name \_\_\_\_\_  
Position \_\_\_\_\_  
Email \_\_\_\_\_

Training Grants ranging between 60 and 80% may be made available to eligible enterprises through the Training Aid Framework (TAF) Scheme administered by the ETC. Deadline for Training Grants Application: **4 October 2011**. NB: the onus of enquiring about and applying for Training Grants rests vested with your Organisation.

#### **ORGANISATION DETAILS** (please write in BLOCK CAPITALS)

Organisation \_\_\_\_\_  
Nature of Business \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ P/Code \_\_\_\_\_  
Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
VAT Number \_\_\_\_\_

We are registering \_\_\_ Delegates @ € \_\_\_\_\_/each  
Total amount € \_\_\_\_\_  
Less 10% Early Bird Discount € \_\_\_\_\_  
Less 10% Loyalty Discount (\*) € \_\_\_\_\_

**Net amount to be invoiced (excl. VAT) €** \_\_\_\_\_

#### **Authorising Manager**

Name \_\_\_\_\_ Position \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

(This Registration is invalid without a signature)

#### **TERMS OF PAYMENT**

**Fees include:** participation to the 1-day Event "Achieving Quick Change-Over" to be held at Malta Enterprise, Malta on 28 October 2011 – Refreshments and Lunch – Event Notes and Documentation – **Certificate of Achievement** (*Certificate of Successful Completion*) signed by Dr. Carlo Scodanibbio  
Upon receipt of a duly completed and signed Registration Form, a **Confirmation Letter** and **Invoice** will be sent to you by the organisers.  
Payment of Event Fees is strictly **on presentation** and is required **within 5 working days** from date of Invoice.

#### **METHOD OF PAYMENT**

Payments may be done by cheque or Bank Transfer in favour of Ing. Joseph Micallef, who acts as the official Event Organiser.

To arrange for payment after receiving **Confirmation Letter** and **Invoice** kindly contact Ing. Micallef directly on (+ 356) **9982 2244** or email [jmicallef@theiet.org](mailto:jmicallef@theiet.org)

#### **CANCELLATION POLICY**

All Cancellations of Registrations must be made in writing.  
Due to contractual obligations, a cancellation charge of 30% of the invoiced amount applies if the cancellation is received 15 days or less before Event starting date. However, a complete set of documentation will be sent to you.  
**Substitutions are welcome at any time.**  
Should the Event be cancelled by force-majeure or for any other reason, you will receive a **full refund** of the paid Event Fees.

<http://www.scodanibbio.com/malta2011/>

**FURTHER EVENT INFORMATION.** Dr. Carlo Scodanibbio – Email: [carlo@scodanibbio.com](mailto:carlo@scodanibbio.com)  
Web: <http://www.scodanibbio.com> Tel +356 - 2166 2115 – Mob +356 - 7996 6056