



## Shop Floor Control and Management (SFCM)

March 2 - 3, 2021 | 9.00am - 5.00pm | Remote Online Learning via Zoom

### OBJECTIVES

- Manage the flow of materials inside the plant in the most efficient and effective manner
- Provide a systematic platform to address and prevent either existing or new problem
- Enable a stabilised process through system (or techniques), leadership focus and cooperation in production
- Enable organisation to focus clearly on the shop floor performance in a very systematic manner

### WHO SHOULD ATTEND

Managers, Executives and Supervisors

Dates : **March 2–3, 2021**  
 Time : 9.00 am – 5.00 pm  
 Venue : Remote Online Learning via Zoom  
 Fees : FMM Members – RM 816.20 per participant  
 (inclusive of 6% Service Tax)  
 Non Members – RM964.60 per participant  
 (inclusive of 6% Service Tax)

**(Fees include course materials and Certificate of Attendance)**  
**\*each participant must have their own, individual equipment for online meeting with strong internet connection.**

For further enquiries, please contact:

Siti Nazihah / Syazwani / Fatahiyah

**FMM Institute**

**Selangor & Kuala Lumpur Branch**

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### CONTENTS

- What is Shop Floor
- How Product Flow in Our Shop Floor
- Managing and Controlling the Shop Floor
- Shop Floor Performance Measurement
- Principles of SFCM
- Types of SFCM Activities
- Daily SFCM Tools
- Daily SFCM Techniques
- Continuous Improvement Tools
- Continuous Improvement Techniques

### FACILITATOR

**Encik Muhammad Zamree** is a certified Six Sigma Master Black Belt from Dephli, US. He is currently a System Consultant and Trainer of his own consultancy firm. He has more than 16 years of experience in manufacturing management process especially in lean and six sigma. He also has been involved in manufacturing process which covers from concept and design stage, prototyping and qualification, line design, process analysis, to process improvement and process control stages that he applied during his past working experiences. Locally, he has also conducted programmes for organisations like the Malaysian Productivity Corporation, KWSP, Time Dot Com, Bank Muamalat, Felcra Berhad, MTBE Sdn Bhd, Proton, Elektrisola (M) Sdn Bhd and Delphi Packard (M) Sdn Bhd. His areas of specialisation include Manufacturing Design Tools, 8D Technique, Advanced Product and Quality Planning, Design/Process FMEA, MSA and GR&R, Statistical Process Control, Process Mapping Techniques, Design of Experiments, Regression Analysis, 5S, Visual Management, Lean Manufacturing, 7QC Tools, Kanban Systems, TPM and Six Sigma. He has extensive experience in providing management system implementation support for companies striving to enhance their business effectiveness. His strengths lie in his proven ability to work throughout diverse organisations establishing management systems that significantly improve process effectiveness and organisational results.

### IN-HOUSE TRAINING AVAILABLE

Registration is on a first-come first-served basis. Cheques made in favour of the "FMM Institute" should be forwarded one week before the commencement of the programme. Completed registration form, that is faxed, mailed or e-mailed to FMM Institute, would be deemed as confirmed.

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7 – 14 working days before the start of the programme is subject to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.

The FMM Institute reserves the right to change the facilitator, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes. Should the programme be cancelled or postponed, FMM Institute is not responsible for covering airfare, hotel or other travel costs incurred by the participants.

# REGISTRATION FORM

## Shop Floor Control and Management (SFCM)

March 2 - 3, 2021 (Tuesday - Wednesday)

Remote Online Learning via Zoom

**The Manager**  
**FMM Institute**  
Tel: 03-55692950/4471/4171  
Fax: 03-55694346  
**SST No:W10-1901-32000105**

Please tick (√) accordingly:  
PSMB Scheme:  **SBL**  **Non Contributor**

Please register the following participant(s) for the above programme:  
(To be completed in **BLOCK LETTERS**)

1. Name	Designation	E-mail
<hr/>		
Nationality	IC/Passport No.	
<hr/>		

2. Name	Designation	E-mail
<hr/>		
Nationality	IC/Passport No.	
<hr/>		

3. Name	Designation	E-mail
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Nationality	IC/Passport No.	
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(If space is insufficient, please attach a separate list)

Enclosed cheque/bank draft No. \_\_\_\_\_ for RM \_\_\_\_\_

being payment for \_\_\_\_\_ participant(s) made in favour of the "FMM Institute".

Submitted by:

Name: \_\_\_\_\_

Designation: \_\_\_\_\_ E-mail: \_\_\_\_\_

Company: \_\_\_\_\_ FMM Membership No.: \_\_\_\_\_

Address: \_\_\_\_\_

Tel No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Date: \_\_\_\_\_

My Corporate Identity No.: \_\_\_\_\_