

香港電燈有限公司
The Hongkong Electric Co., Ltd.
2014 Good Housekeeping Competition
Six-Dimension Approach (5S+N) of Good Housekeeping Programme
六大層面的良好工作場所計劃

參賽編號: C169

Introduction

Cable jointing is one of the core operational works in HK Electric. The quality of cable jointing affects directly the reliability of electricity supply to our customers. As such, HK Electric has devoted great effort in training quality Cable Jointers to carry out daily cable jointing work. A Cable Jointing Training Centre (CJTC) is also established to conduct relevant training to our Cable Jointers. The CJTC has been in use for over 15 years since its commissioning in 1998. To enhance the effectiveness of training, space utilization and facilities in the CJTC, HK Electric decided to revamp the CJTC using 5S good housekeeping standard in 2014.

Implementation

Through the six-dimension approach (5S+N), i.e. Seiri (Organization), Seiton (Neatness), Seiso (Cleanliness), Seiketsu (Standardization), Shitsuke (Discipline) and Nurture, we successfully implemented the good housekeeping programme in the CJTC in 2014. As a result, the space utilization as well as the categorization on tools and equipment, cables, joint kits and consumables to be kept and scraped have been enhanced. As the design of the CJTC has also taken into consideration on the environmental, health and safety factors, users could also enjoy a better and safer workplace.

By adopting Visual Identification Management, the operational efficiency on the retrieval of materials and locating the corresponding control switches for different facilities is improved. In addition, First-in-First-out principle in managing the stock/materials is adopted. Concise cleaning guidelines are provided to specify the responsibility of each employee in the CJTC, including the facilities that require cleaning and the corresponding cleaning frequencies. Specific labels are use to indicate the inward quality inspection result of sampled cables as well as the assessment status of the faulty cable joints in the storage cabinet. Besides the traditional 5S requirements, we have also introduced another element to nurture our trainees for sustainable development of 5S in various workplaces. The CJTC has acquired 5S certification from Hong Kong Quality Assurance Agency in December 2014.

Conclusion

With the whole-hearted support of senior management and the concerted efforts of the frontline employees, good housekeeping programme has been implemented for the CJTC. Valuable experiences are gained throughout the development process of in-house good housekeeping programme adopting 5S+N approach. Through active engagement of frontline employees, their awareness and perception in good housekeeping have been heightened, which helps foster a good housekeeping culture in the Company.