**RAZAK FACULTY OF TECHNOLOGY AND INFORMATICS UTM KUALA LUMPUR**

**Semester 3 Session 2021/2022**

**FRSB/FRSI 2403: WORK STANDARDIZATION**

**(40% from the overall marks)**

**POST MODULE ASSESSMENT (PMA)**

**18 & 19 Dec 2021**

Objective: To enhance students’ appreciation on the importance of understanding Work Standard issues for the development of organisations/industry

Write a report on Work Standard based on your experience at workplace:

**Chapter 1 – Introduction**

Introduction of the company-Background of Industry/Organization

* Company Profile
* Organization Structure
* Information of the industry/organization where the Project is conducted
* Work flowchart of the industry/organization

**Chapter 2 – Review of Ergonomics**

Pillars of Ergonomics – identify and describe the type of physical ergonomics adopted by your division/department/company

* What are the advantages and drawbacks?

**Chapter 3 – 5S in your workplace**

Good, Bad and Ugly

**Chapter 4 – Kanban and Kaizen**

Overview of Kanban and Kaizen

**Chapter 5 Discussion and Conclusion**

**References**

Prepare a PMA in 15-30 pages and submit the report to through this link <https://people.utm.my/shamsul/frsb-frsi-2403-work-standardization/> before 19 Jan 2022.