



ASB INTERNATIONAL PVT. LTD.

(ASBI)

JIM PROGRAM SCHEDULE

To be hold from: January 2020 to January 2021

(52 Weeks)

INTRODUCTION OF THE COMPANY

<u>Sr. No.</u>	<u>Particulars</u>	<u>Details</u>
1.	Name	ASB International Private Limited (ASBI)
	Ownership	ASBI is 100% subsidiary of the Nissei ASB Machine Company Limited , Japan
	Address	<u>Corporate Office Address :</u> E-9, MIDC, Additional Ambarnath Industrial Area, Anand Nagar, Ambarnath (E) , Thane , Maharashtra, India <u>Factory Location :</u> E-9, E-44, B-85 MIDC, Additional Ambarnath Industrial Area, Anand Nagar, Ambarnath (E) , Thane Maharashtra , India
	Type of Industry	Manufacturer Exporter of Stretch Blow Molding Machines and Moulds Machines and Moulds are used for production of PET bottles which is used as packaging material by Pharmaceuticals, Cosmetic and Allied industries
	Incorporation Year	25 th February 1997
	Commercial Production Started	1 st January 2000
	Total Employee strength :	1541

INTRODUCTION OF PROGRAM:

Sr. No.	Particulars	Details
1.	No. of Students to whom Training shall be imparted	41
2.	Students shall be selected from :	<ol style="list-style-type: none">1. Industrial Training Institute , Ambarnath2. Industrial Training Institute , Thane (Wagle Estate)3. Industrial Training Institute of Girls Thane (EAST) A.R.K4. Industrial Training Institute, Mulund
3.	Trades from which Students will be selected :	<ol style="list-style-type: none">1. Computer Operator & Programming Assistant2. Draftsman Mechanical / Civil3. Electronic mechanic4. Mechanic Machine Tools Maintenance5. Electrician6. Refrigeration and Air Conditioning7. Computer Hardware & Maintenance8. Diesel Machanic9. Plastic Processing Operators
4.	Different Department where On Job Training will be imparted	<ol style="list-style-type: none">1. Mold Assembly2. Manufacturing3. Molding4. Maintenance5. Information Technology6. Human Resource7. Accounts8. Design

- Details given in the Module are indicative and subject to be modified as per requirement

BROAD LEVEL TRAINING SCHDEULE:

Sr. No.	Particulars	Details
1.	Training Types of training	1. Company Introduction 2. Class Room Training 3. On Job Training 4. Concluding session / Feedback session
2.	<p><u>Class Room Training</u></p> Trainers Cell : No. of Class room Facilities available in Class Room : No. of Hours : When Shall be conducted :	Comprised of 8 Trainer, who are expert in their respective area. They will discuss internally and modify the training schedule to suit the requirement of the trainees. 4 No. (2 in old factory, ground floor 1 in Mold Factory 2 nd Floor, 1 in B-85 Factory Building) 1. White Board 2. Computer 3. Projector 4. Benches 5. Note pad , pen 208 hour Every Saturday (4 Hrs.) (12.30 noon to 1.30 pm & 2 pm ~ 5pm.)
3.	On Job Training	All Week Days (9 Am. to 5.30 Pm.) except Class room training Trainees will work in different Department mentioned hereinabove. Trainees will be allocated in different Department based on the selected trade of the training Trainees will report to the cell leader of respective department Cell leader under whom trainees have been allocated shall identify the improvement areas and discuss the need of the training with trainer's cell.

TRAINERS CELL

Sr. No.	Name	Area of Training
1	Mr. Varun Chaudhari	Company Introduction & Personal Grooming
2	Mr. Sanjay Thakur	Training pertaining Machines and Production Systems
3	Mr. Yogesh Mahajan	Communication & life skills
4	Mr. Shivakumar	Technical Skills / Japanese Manufacturing Skills
5	Mr. Amaresh	Quality Control
6	Mr. Prasad Oak	Safety
7	Mr. Deshmukh	Maintenance
8	Mr. Varun Chaudhari	Introduction and Interviewing skills
9	Factory Doctor	Health
10	*	

*Company may select the additional trainers based on the requirement.

TOPICS COVERED UNDER CLASS ROOM TRAINING:

<u>Sr. No.</u>	<u>Topics</u>	<u>Trainer</u>
1 st day of training	<u>Company Introduction</u> Company History Company Products ASB's Global Network ASBI's Vision , Mission, Values Business Process / Department Structure Important Policies Do's & Don't's	Mr. Sanjay Thakur & Mr. Varun Choudhari
<u>1~ 5 Week</u>	<u>Professional Grooming</u> 1. Characteristic of Healthy Personality 2. Easy ways to change your image 3. Importance of Positive thinking 4. Understanding self 5. SWOT Analysis 6. Setting personal Goals 7. Developing Good Habits 8. Manners /etiquettes 9. Developing discipline 10. How to deal with the fear factor 11. How to improve Confidence 12. Dealing with setbacks	Mr, Yogesh Mahajan Mr. Varun Chaudhari
<u>5~10</u>	<u>Life skills</u> 1. Decision-making and 2. Problem-solving; 3. Improve Posture / Body Language 4. Communication and interpersonal skills; 5. Self-awareness and empathy; 6. Assertiveness and equanimity; and. 7. Resilience and coping with emotions and coping with stress.	Mr, Yogesh Mahajan Mr. Varun Chaudhari
<u>10~15</u>	<u>Values Morals Ethics and Attitudes</u> 1. What Value , Morals , Ethics and Attitude Means ? 2. What are the difference between these terms 3. Work ethics 4. How to achieve Excellence 5. Honesty	Mr, Yogesh Mahajan Mr. Varun Chaudhari

	6. Integrity at Work Place 7. Attitude (positive / Creative thinking) 8. Thinking out of the Box 9. Value Addition 10. Helping others 11. Team Work 12. How to deal with moral dilemma	
15~20	<u>Industrial Behavior</u> 1. Understanding & coping with the Industry culture 2. Responsibility of the Worker / Employee 3. Things not be done 4. Acts of Misconduct 5. Characteristic of the Leader 6. How to motivate yourself / your team/ subordinate 7. Important Legal provisions Like Sexual Harassment at Work Place etc.	Mr. Sanjay Thakur Mr. Varun Chaudhari Mr. Yogesh Mahajan
20~25	<u>Communication Skill</u> Understanding the concept of communication Introducing Self Greeting at Work Understanding basic Grammar Techniques to Improve Vocabulary Listening Skills questioning skills Interpersonal skills Public speaking Skills	Mr, Yogesh Mahajan Mr. Varun Chaudhari
25~30	<u>Basic Health & Safety</u> Regular Life Style Exercise Things you wear & use How to deal with addiction Dietary Life Personal Hygiene Sleep and Rest How to maintain Good Health How to improve Posture <u>Safety</u> 1. Understanding Occupational Hazards 2. Work and Risk 3. Safety Measures 4. Safety and Work 5. KYT & KYK	Mr. Prasad Oak Factory Doctor Mr, Yogesh Mahajan Mr. Varun Chaudhari

<u>30~35</u>	<u>Maintaining Work Life Balance</u> 1. Planning 2. Stay organized 3. Learn to Prioritize 4. Work Out 5. Get social 6. Discuss the Problem 7. Mediated 8. Do Not Compare 9. Set Realistic Expectations 10. Have “Me Time”	Mr. Yogesh Mahajan Mr. Sanjay Thakur
<u>25~30</u>	<u>Understanding Manufacturing Industries and Sites</u>	
	Understanding Business Process Basis of Production System Manual Labour Basis of 5 S Reporting Consulting Cost and Productivity in Manufacturing How to Operate Machines	Mr. Sanjay Thakur Mr. Shivakumar
<u>30~35</u>	<u>Basic Concept of Manufacturing</u> PQCD & 4M Basic Approaches of improving productivity Standardized Work Purpose and details of 5 S Seiri of 5 S Seiso of 5 S Visual Control Remarkable features of Japanese Manufacturing	Mr. Sanjay Thakur Mr. Shivakumar
<u>35~40</u>	<u>Quality control</u> Role of Quality Control Quality Management system Different types of Quality certification Quantitate & qualitative Measures Quality Checks & Reporting Review of Quality Check data Basic Quality Control Checks Team work and QC Circle activities	Mr. Amaresh

<u>40~45</u>	<u>Maintenance</u> Importance of Maintenance Basic Maintenance Techniques Preventive Maintenance Process of Maintenance Detection of prospective Failure Condition Based Maintenance	Mr. Deshmukh
<u>45~48</u>	<u>Japanese Manufacturing</u> History of Japanese Technology Outline and Purpose of Kaizen Concept of Lean Manufacturing PDCA Cycle for Kaizen	Mr. Sanjay Thakur Mr. Shivakumar
<u>49</u>	<u>Review & Exercises pertaining to various topics learnt</u>	Mr. Varun Chaudhari Mr. Sanjay Thakur
<u>50</u>	Career Options After ITI Financial Planning Interview Preparation Discipline to be maintained by Self Employed	Mr. Varun Chaudhari Mr. Sanjay Thakur
<u>51~52</u>	<u>Feedback & Send Off</u> Students will be asked to share their views And to talk about their plans Solving doubts of students Send off Ceremony	Mr. Varun Chaudhari Mr. Yogesh Mahajan Mr. Sanjay Thakur ASBI Senior Personnel (ITI Professors, if available)

- Topics & time slot may differ based on the requirement of the specific batch

Broad On Job Training Schedule for Trainees

Sr. No.	Department	Broad Area
1.	<u>Molding</u>	<ol style="list-style-type: none"> 1. Practical aspect of 5 S 2. Different Parts of the Molds 3. Operating Kardex Storage System 4. Storage related documentation 5. Different tools and its Use 6. Ancillary and its testing & cleaning & maintenance 7. Resin Dryer 8. Chiller 9. Dehumidifier 10. Dosing Unit 11. Use of Teflon 12. MTC 13. Bed cover removal 14. Machine Cleaning 15. Machine Operation 16. Machine Preparation 17. Painting Preparation 18. Oil Tank cleaning 19. Machine Loose Part Packing 20. Mold Checking Methods 21. Machine Mold Shipment Preparation 22. Mold Loading Unloading 23. Documentation in Mold Dispatch & handover 24. Name Plates <p>Etc...</p>
2.	<u>Maintenance</u>	<p>Practical aspect of Safety Hand Tools used in Maintenance Basic Tools handling Do's & Don'ts Maintenance of utilities Basic Electrical (earthing/ PF / APFC/ Harmonics) Material Handling Equipment & Systems Basic Pneumatics and Hydraulics Basic Automation System Conventional Machines Autonomous Maintenance Preventive and Predictive Maintenance Spare Parts Management</p> <p>Etc....</p>

3.	<u>Office staff Trainees</u>	Basic Details of Computer System & Data Management Routine Work (checking / Passing Entries /Data entry / Co- coordinating with different Departments) Record Keeping Record Retrieval Documents Preparation etc... Interacting with Customer / Vendor / stakeholder
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