



# Identifying And Solving Problems

*Presented by the Geelong Quality Council and  
supported by the Geelong Manufacturing Council.  
Sponsored by Alcoa World Alumina Australia*



## Problem Solving On The Shop Floor

**Wednesday 7th May 2008**

12:30 pm – 4:30 pm (Registration from 12:00 noon)

### TOPIC

- Improvements to an organisation's operations require a systematic approach to identify problems and to solve them quickly. The Geelong Quality Council's 2008 series of workshops and seminars will focus on "Identifying and Solving Problems". The first workshop will be conducted at the Pt Henry Smelter of Alcoa World Alumina Australia.
- Alcoa, as part of its Alcoa Business System methodology, has implemented a number of shop floor initiatives to facilitate problem solving. This workshop will detail both the theory and the practice of these initiatives.
- Kaizen – what does it mean and how to put into practice. A case study will be presented on how to define the problem, put together a team and work on solving the problem.
- Visual Workplace – a simple visual approach to monitor performance and identify problems.
- The smelter plant tour will cover the greenmill, bakes, rodding and potrooms manufacturing operations along with an example of how the Alcoa daily visual management operates on the shop floor.

### PROGRAM

12:00	Registration and Light Refreshments	
12:30	Welcome	<i>Flavio Giurco, Chairperson Geelong Quality Council</i>
12:35	Pt Henry Operations Overview	<i>Judy Hase, Communications Officer</i>
12:55	ABS Overview	<i>Talis Steele, Alcoa Business Systems Manager</i>
13:20	Kaizen Case Study	<i>Andrew Morphett, Senior Potroom Process Engineer</i>
13:45	Plant tour safety requirements	
14:00	Break and issue of safety items	
14:30	Go See	<i>Smelter Plant Tour</i>
16:00	Question and Answer Session	
16:30	Workshop Close	

### REGISTRATION

- Places are strictly limited. Acceptances will be processed in order of registration.
- You will be advised and sent confirmation within 3 days if you have been accepted.
- There is no charge for the workshop which is sponsored by Alcoa World Alumina Australia.
- Light refreshments will be provided.
- Alcoa Smelter, Pt Henry, Gate 3 Visitor's Car Park, (off Portarlington Rd after the salt pans)
- Part of the plant tour will be in a strong magnetic field which may affect pace makers, credit cards and analogue watches. No cameras or camera phones permitted on site.
- **RSVP by Friday 2nd May 2008**
- Register on line: [WWW.GOC.ORG.AU/ForumRego.htm](http://WWW.GOC.ORG.AU/ForumRego.htm) or mail attached registration.
- Further details available from: Flavio Giurco on telephone (03) 5245 1249.



**GEELONG  
QUALITY  
COUNCIL**

ABN 60 930 565 803

95 Ormond Rd  
East Geelong  
VIC 3219  
Ph: (03) 5245 1249

## Registration

### Identifying And Solving Problems - Problem Solving On The Shop Floor

Wednesday 7th May 2008 12:30 pm – 4:30 pm (Registration from 12:00 noon)  
Alcoa Smelter, Pt Henry, Gate 3 Visitor's Car Park, (off Portarlington Rd after the salt pans)

Organisation			
Address			
Suburb		Postcode	
<b>Registration 1</b>			
First Name		Last Name	
Telephone		Any Dietary Req?	
Email			
<b>Registration 2</b>			
First Name		Last Name	
Telephone		Any Dietary Req?	
Email			
<b>Registration 3</b>			
First Name		Last Name	
Telephone		Any Dietary Req?	
Email			
<b>Registration 4</b>			
First Name		Last Name	
Telephone		Any Dietary Req?	
Email			
<b>Registration 5</b>			
First Name		Last Name	
Telephone		Any Dietary Req?	
Email			

Cost: Nil. The workshop is sponsored by Alcoa World Alumina Australia

*This workshop has a maximum of 30 participants.*

*Acceptances will be processed in order of registration.*

*You will be advised within 3 working days and sent confirmation if your registration has been accepted.*

**Please RSVP by Friday 2nd May 2008**

Register on line at: [WWW.GQC.ORG.AU/ForumRego.htm](http://WWW.GQC.ORG.AU/ForumRego.htm) OR Please return to:

Geelong Quality Council  
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East Geelong  
VIC 3219