

Lean Standard Work

TWO DAYS OF 6-8 HOURS VIRTUAL AND ON-SITE

OVERVIEW

Achieving business excellence within a company comes from optimizing a work environment to deliver desired goods and services. Standard Work is a means of establishing precise procedures to make products in the safest, easiest, and most effective way based on current technologies. Standard Work is one of the principles of Lean Manufacturing. It requires three elements: 1. Takt time: Rate at which parts or products must be produced in order to meet customer demand. 2. Work Sequence: The steps operators need to perform within Takt time, in the order in which they must be completed. 3. Standard Inventory (or in-process stock): Minimum quantity of parts and raw materials needed to run operations.

Once this information has been shared, everyone practices this standard consistently so that the work is done the best way every time. This is where continuous improvement comes into play; standard work isn't a "set it and forget it" affair, announced once and then permanently unchanging. Instead, everyone should work to improve the standard and share new best practices as they're documented.

PROGRAM OBJECTIVES

- Understand the Principles & Characteristics of standards in a Lean production system
- Identify the Key Benefits and applications of standards and standard work
- Acquire knowledge of standard work concepts, process and documentation to create stable and repeatable processes to maximize performance and minimize waste
- Learning-by-Doing on the Production Floor – Observations and Work on the Production Floor

BENEFITS

- Reduces variations in the output.
- Helps operators structure their work by reducing the stress of performing tasks improperly
- Makes training much easier, since it documents the correct way to perform all processes
- Provides a basis for Kaizen, which it is only possible to evaluate improvements objectively when existing procedures are standardized and documented

PLANNING INFORMATION

- Two days of 6 to 8 hours in length
- Tables, white board, and projector/monitor, lunch should be brought in to maintain the schedule
- The session can be offered virtually as well, due to today's challenges.

WHO SHOULD ATTEND:

- Operations' professionals, Engineers, Leaders/ Managers
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