



Lean Paradigm – 5S

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Objectives

- Common tools
 - 5S
 - Action Plans
 - Spaghetti Diagram
- Lean concepts
- Elements of a lean foundation
- Lean principles
- Lean process
- Continuous Improvement



Common Tools



Some Common Lean Tools

- 5S
- Action Plans
- Spaghetti/Layout Diagram
- Time observation - metrics
- Simple Process Map
- Complex Process Map – swim lanes
- Value Stream Map
- RPIW/mini-RPIW (Kaizen)



5S

5S is used to develop the most efficient workspace and eliminate waste in the day-to-day operations.



The 5Ss

- **Sorting (Separate)**
- **Store (Simplify)**
- **Shine (Scrub)**
- **Standardizing**
- **Sustaining**

The 5Ss

- **Sorting**
 - Separate the needed from the unneeded, and remove the unneeded –
 - Survey work area and remove the unnecessary
- **Red Tag**





Red Tag

- Use the “red tag” strategy
 - Garbage
 - Misplaced
 - Out of date
 - “Up for grabs”

Red Tag Area





The 5Ss

- Store

- A place for everything and every-thing in its place, clean and ready for use –
- Simplify - use footprints, boards, labeling & color

Supply Room



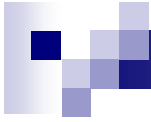
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The 5Ss

■ Shine

- Conduct regular cleaning and inspection; use mess prevention –
- Scrubbing, organize & establish preventative maintenance (PM's)



The 5Ss

■ Shine

- Unnecessary items removed
- Supplies organized and labeled
- Floors and aisles clear
- Equipment clean and functional
- Work instruction in proper place

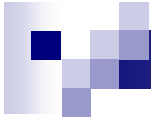




The 5Ss

- Standardizing

- Document and follow the best known methods – revisit steps 1-3
- Conduct weekly audits
- Determine root cause of abnormalities
- Implement countermeasures for prevention





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The 5Ss

- Sustaining
 - Hold the gains, continue to improve, and make 5S a way of life
 - Everyone must be committed
 - Use checklists for monitoring
 - Quantify results of workplace inspections
 - Display each area's results



Expected Payoffs

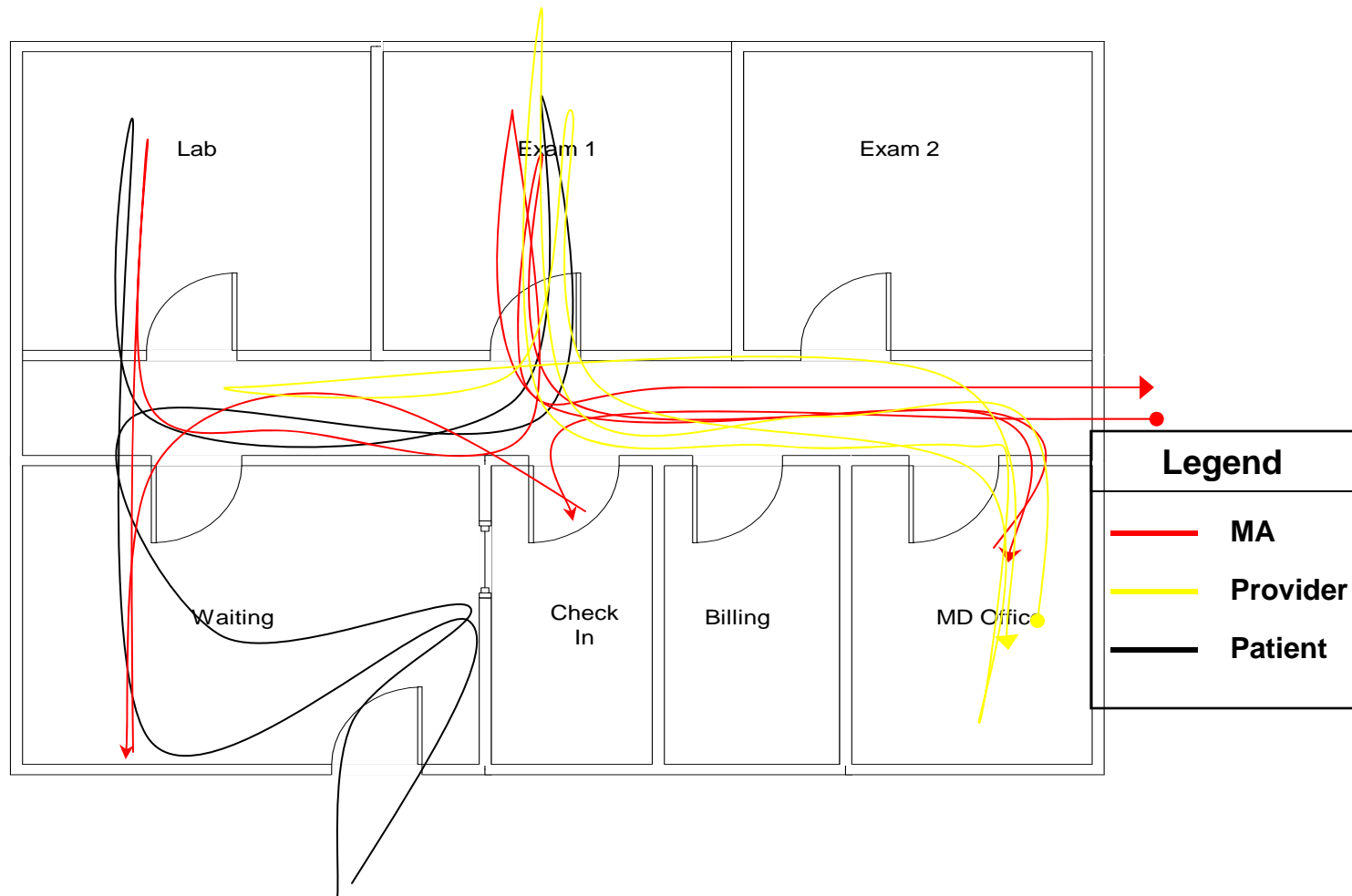
- Time
- Reduction of steps
- Productivity increased



Action Plans - A3

- One-page story board
- Logical action steps and strategy planning
- Examples

Layout/Spaghetti Diagram





Related Documents & Service Contact

FOR MORE INFO...

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