



Ebook:

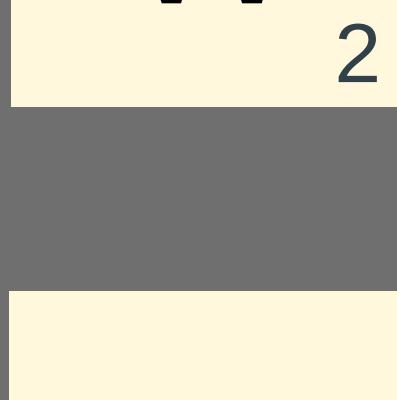
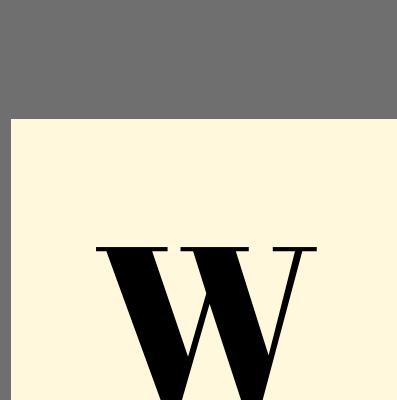
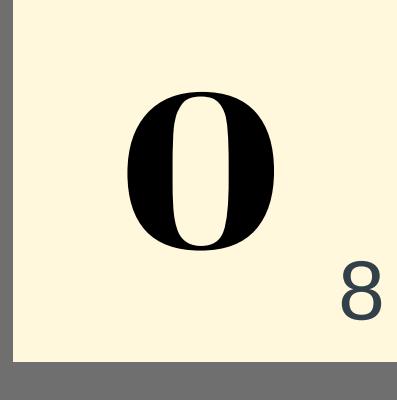
A Guide to Lean Manufacturing

An educational manual
as to how lean production
methods save time,
money and drives
company culture

A GUIDE TO LEAN MANUFACTURING AND REDUCING WASTE

What is lean manufacturing?

Focus on reducing waste and eliminating activities that use up resources without adding value.



8 wastes that contribute to low customer value



T

6

Transportation

Unnecessary movements
of products and materials

I

9

Inventory

Extra product and
materials not being
processed

M

2

Motion

Wasted/ inefficient
movements by people

E

12

Extra-Processing

More work or higher
quality than required for
job



Organize the workplace using the 5 **S₄** framework



The 5-S framework will help reduce *wasted time* by creating an organized and standardized workplace!



Gemba (The Real Place)

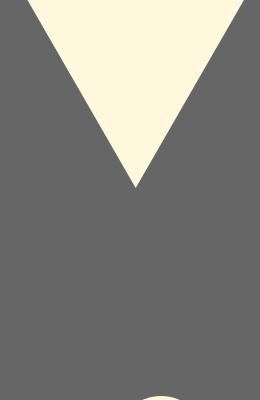
Gemba (Gemba walks) is a philosophy that encourages observation where the work is being done (like a warehouse or MFC plant).

Gemba stresses 3 key ideas:



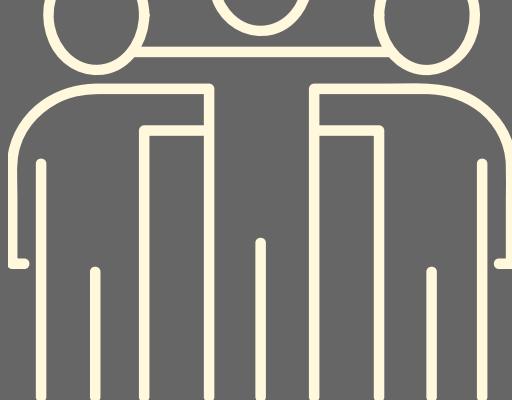
Observation

In-person observation



Value-added location

Evaluating at the source of production/ problem



Teaming

Interacting with people and the process for change for better

Gemba is not a chance to find fault in others nor a time to enforce policies and induce punishments



Kaizen (Continual Improvement)

Kaizen is a strategy where employees at all levels of a company work together proactively to achieve regular, incremental improvements to the manufacturing process.

Part Action Plan, Part Philosophy

Action Plan	Philosophy
<i>Organize events focusing on improving specific areas of the company.</i>	<ul style="list-style-type: none">■ <i>Build a culture of actively engaged employees in suggesting and implementing improvements to the company.</i>



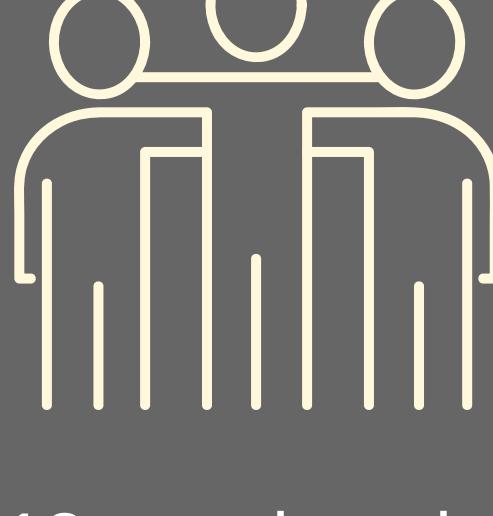
Involve everybody at any level, especially production floor workers and managers!



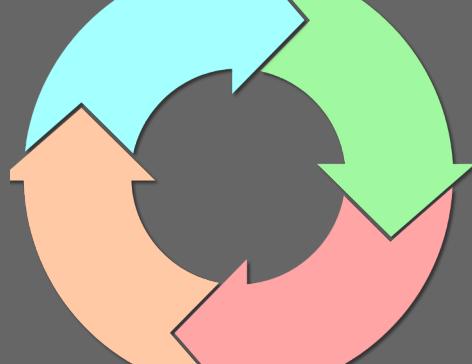
How PPT has used lean manufacturing and six-sigma to drive success



(2012)
launched lean
campaign



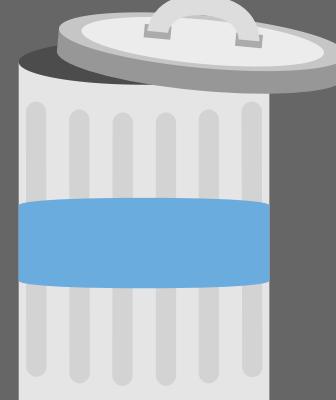
12-month entire
staff training



Redesign
process for new
molded parts &
packaging
assembly



Just-In-Time
(JIT) cut costs,
helped make
more precise
orders



Identified and
reduced impact
of the 8 wastes
present



Increase
amount of work
that is value
added



Questions?

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