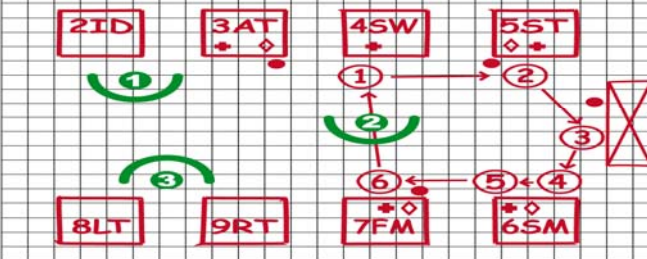


PSTDW - Standardized Work

Standardized Work Chart

Part Number & Name:	Catalytic Converter	Total Operators in Cell:	3	Operator No. This Sequence:	2	Section:		G/L:	T/L:
Process Name:	Canning Process	From:	3AT	Process Sequence:	To: 7FM	Date:	2/14/00	U	AZ
Sequence	Operation								
1	Pick up converter from 3AT								
2	Load into 4SW								
3	Pick up converter load into 5ST								
4	Start machine cycle								
5	Pick up flanges and pipes								
6	Load right and left flange & pipe into 6SM								
7	Pick up converter Load into 6SM								
8	Pick up converter Load into 7FM								
		Quality Check	Safety	Std. W.I.P.	# Pos. W.I.P.	Takt Time	Cycle Time	Division Number	
		◇	+	●	4	28	26.5		

The principle behind standardized work is to perform efficient production in a consecutive sequence by focusing on operator movements and systematically combining work tasks. It creates a standardized order of various manual operations to be performed by each employee and serves as a tool for manufacturing high-quality products with fewer work processes. Standardized work concentrates on operator movements, and setting up the best work sequence for each production and assembly process. Once the most efficient sequence has been determined, it is always repeated in exactly the same way so that employees can always avoid unnecessary motion and wasted effort. Besides maintaining quality and efficiency, standardized work guarantees safety and prevents equipment damage.

There are many versions of TPS-based standardized work trainings available. A Toyota-style training must be based on working with three standard forms:

1. Standard production capacity sheet
2. Standard work combination table
3. Standard work chart

This is true activity-based, hands-on training. There is a small theoretical portion, but most of the learning is achieved through actual line observations, calculating cycle times, completion of standard forms, development of operator balance charts, and manpower utilization charts. The objective is to learn the methodology and be able to identify, document, recommend, and implement improvements. It takes at least three months to truly become a practitioner of standardized work.

Targeted audience: Managers, supervisors, team leaders, engineers, and technical support.

Contact Productivity Institute to book your workshop(s) or for further information