



Sloan Consulting

PRODUCTIVITY, QUALITY, INFORMATION AND BUSINESS SYSTEM SOLUTIONS

LEAN ELEMENT	DESCRIPTION	RESULTS			
Lean Project Description	Goal statement (quantified)				
Objective(s)	Key Process Metrics always include Non-value added time, Value Added time, lead time, cycle time, and takt times.	Metric	Baseline	Goal	Units
		Metric 1			
		Metric 2			
		Metric 3			
Value Stream	Identify where waste can be removed				
Business Case	Financial justification				
Lean Team Members	Names and roles of team				
Value Stream Boundaries	Project focus must be clear to avoid project creep				
Benefit(s) to the customer	How will the customer know improvements have been made?				
To Do List for Successful Lean Kaizen Improvement Project	Each To Do must have deadline for completion.	To Do		Deadline	
		5S Improvements			
		Current State Map			
		Future State Map			
		Data Matrix			
		Experiment Design			
Sustain Gains and Standardize					

