

# SETUP REDUCTION KAIZEN WORKSHOP

*Achieve Best-in-Class  
On-Time Delivery*

*Increase Operational  
Capacity*

*Optimize your Inventory  
Investment*

*Establish Competitive  
Advantage*



## AGENDA (5 DAYS ON-SITE)

5-DAY AGENDA	DESCRIPTION
DAY 1	<p>Setup Reduction Training Overview</p> <p>Setup Reduction simulation – catapult game</p> <p>Gemba tour of area of focus</p> <p>Current state observations: setup time studies, waste observations, flow, and video setup</p>
DAY 2	<p>Current state observations: setup time studies, waste observations, flow, and video setup</p> <p>Prioritize waste opportunities against setup reduction kaizen target</p> <p>Post-it note Method exercise: internal, external, parallel operations</p> <p>Identify and implement improvement ideas to setup and layout</p>
DAY 3	<p>Identify and implement improvement ideas to setup and layout</p> <p>Reconfigure the physical layout of the cell and setup</p> <p>Trystorm new process and debugging of setup operations</p> <p>Capture future state observations: setup time studies, wastes, layout, video (changes) etc.</p>
DAY 4	<p>Complete physical layout of cell: SWIP, machines, operators, parts presentation, tools, etc.</p> <p>Develop daily management approach and supporting problem solving systems</p> <p>Document setup standard work and create setup playbooks</p> <p>Train all staff in new setup process / update cross-training matrix</p>
DAY 5 (1/2 DAY)	<p>Final debugging of the cell layout and setup operation / resize lot sizes appropriately</p> <p>Capture all outstanding action items and establish „what, who, and when“ for each</p> <p>Summarize kaizen impact i.e. Savings, results, etc.</p> <p>Build and deliver final kaizen report out</p>



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## WHAT IS A SETUP REDUCTION KAIZEN?

Set-up time is the time it takes to change equipment from the last good part of the previous production lot to the first good part of the subsequent production lot.

If you think in terms of a race car and how the crew acts during a pit stop, the mission is to create shorter setup times, more frequent setups to reduce lead times to improve cost, quality and delivery by reducing inventory, direct labor, and space.

The Set-up Reduction Kaizen (also known as SMED = Single Minute Exchange of Die) will help your team identify and implement Set-up Reductions.

## WHAT ARE THE BENEFITS OF SETUP REDUCTION?



REQUEST A CONSULT:  
INFO@LEANFOCUS.COM

## How do I get started?

**Schedule a Setup Reduction  
Kaizen Workshop**

Take the first step toward workspace transformation. Contact us today to schedule a consultation and discover how Setup Reduction can elevate your organization's operations.



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