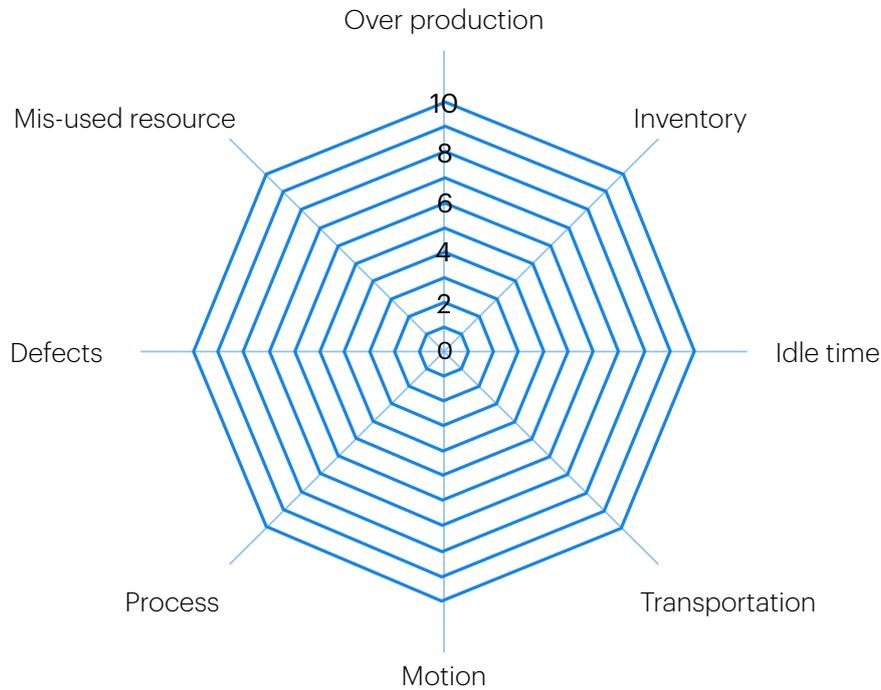




# Waste radar

## Monitoring Progress



Inventory	value or weeks stock
Idle time	machine or people doing nothing in minutes
Transportation	distance travelled by parts in metres
Motion	people movement in metres
Process	delaus or non-value add in units or time or value
Defects	scrap or rework in units or value
Mis-used resource	doing the wrong things
Over production	doing more than is required at this time, in units

## How to do it:

1. Draw a simple version of this chart on a flip chart or whiteboard and ask the team to identify examples in each category ask what unit of measure is appropriate for each, mark it on the chart.
2. Encourage the team to identify current achievement (estimates) and potential targets.
3. Agree how the information will be compiled and how often.
4. Arrange for regular (weekly) reviews and updating of information, drawing on the chart the actual performance in each of the eight areas.
5. After 4 to 6 weeks review progress and identify priority areas for attention.

## What is it?

A visual method for the team to identify unnecessary items in their work and remove them (inventory, equipment, tools, files, etc.)

## What can it be used for?

Identifying and agreeing with team members the areas for improvement that are within their control. It is a useful measuring tool because it can be displayed easily and captures a number of dimensions of performance on one chart.

## Tips and guidelines

This radar chart is useful to introduce the eight wastes as a concept and for raising awareness of the relationships between improvement activities and waste that is under the control of the team. Over time it is often transferred onto a computer spreadsheet or ease of inputting and calculation. If this is done remember to display copies on team noticeboards for those that don't have access to a computer.