




Standardized Work 3: Standardized Work Chart

Standardized Work Chart		From:	Date:	Prepared By:	Dept. / Location:	Team Leader:	Supervisor:
		To:					
Quality Check 	Safety Precaution 	Standard Work-in-Process Symbol 		Takt Time		Cycle Time	Operator Number
		Number of WIP					

Kaizen Express

Example of Standardized Work Chart (標準作業票の例)

Standardized Work Chart		From:	Date:	Prepared By:	Dept. / Location:	Team Leader:	Supervisor:
		To:					
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Manual: 3 sec. Auto: 18 sec.</p> </div> <div style="width: 45%;"> <p>Manual: 3 sec. Auto: 18 sec.</p> </div> </div>							
Quality Check	◇	Standard Work-in-Process		Takt Time	Cycle Time	Operator Number	
Safety Precaution	+	Symbol	●	42	40	1	
		Number of WIP	3				

The Standardized Work Chart shows operator movement and material location in relation to the machine and overall process layout. It should show takt time, cycle time, work sequence, and standard WIP.

標準作業票は、作業者の動きと部材の配置を設備と関連付けで表現し、工程全体のレイアウトがわかるようにするものです。タクトタイム、サイクルタイム、作業順序、標準手持ちは、必須です。