Lean (OPEX) Daily Management

Training Overview:

“Lean Daily Management” (LDM) is a 5-day activity-based course that teaches a system to help organizations understand their daily performance and make sure they are on track to meet their goals. LDM is based on the principles of lean management, which is a business methodology that aims to improve quality and efficiency by eliminating waste. Many organizations implement lean concepts and tools without a management system in place to ensure sustainment.

Training Objectives:

- **Waste reduction:** By visualizing workflows and identifying unnecessary steps, overproduction, excess inventory, and inefficient processes, lean daily management helps eliminate waste, leading to cost savings.
- **Early problem detection:** Daily monitoring and quick response to issues allows for immediate corrective actions, preventing small problems from escalating into larger, more costly issues.
- **Standardized practices:** Consistent processes and clear expectations across teams ensure quality is built into every step of production, reducing defects and rework.
- **Employee engagement:** Lean daily management encourages team involvement in problem-solving and continuous improvement, leading to higher quality output and increased ownership.
- **Data-driven decision making:** Tracking KPIs and analyzing performance data provides insights to identify areas for improvement, allowing for targeted interventions and resource optimization.
- **Improved workflow efficiency:** By streamlining processes and eliminating bottlenecks, lean daily management helps optimize production flow, reducing lead times and costs.
- **Identifying production bottlenecks:** Daily huddles can quickly identify areas where work is piling up, enabling teams to address the issue immediately and prevent further delays.
- **Visualizing quality issues:** Using boards or charts to display quality metrics can readily show trends and areas needing attention, allowing for proactive quality control.
- **Employee-driven improvement:** Empowering team members to propose and implement small improvements in their daily tasks can significantly enhance overall quality and efficiency.
- **Daily meetings:** Regular short meetings where teams review performance, discuss issues, and plan actions. Visual management – Use of boards, charts, and other visual tools to make information accessible.
- **Problem-solving:** A culture of problem-solving at the root cause, rather than just addressing symptoms.
- **Standardized work:** Clearly defined standard operating procedures to ensure consistency, quality, and efficiency.
- **Gemba walks:** Managers and leaders visit the workplace to observe operations, engage with employees, and identify opportunities for improvement.

info@eLeanSixSigma.com | 517-712-3186