

8 Wastes

Overproduction

- Producing more (product or service) than is needed or before it is needed.

Waiting

- Wasted time waiting for the next step in a process.

Transportation

- Unnecessary movements of products and materials.

Over-Processing

- More work or higher quality than is required by the customer.

Excess Inventory

- Products and materials not required by the customer.

Motion

- Any movement of people that does not add value to the product or service.

Defects

- When work isn't completed right the first time.

Underutilized People

- Not using people's talents, skills, and knowledge.