

# KNOW THE FORMS OF WASTE

Waste is anything the customer isn't willing to pay for, if they knew it existed. A common acronym for describing the **8 common forms** of waste is **DOWNTIME**.



## D

### DEFECTS

Waste caused by the process's inability to meet the customer's expectation. Occurs in the form of scrap or rework.



## O

### OVERPRODUCTION

Not understanding customer demand. Creating more product than what is needed.



## W

### WAITING

Delays in the process that may cause idle parts or idle people.



## N

### NON-UTILIZED TALENT

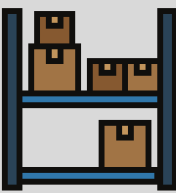
Waste caused by under utilizing talent, skills, and knowledge.



## T

### TRANSPORTATION

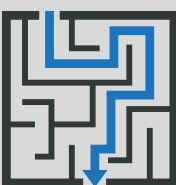
Unnecessary movement of a product or materials. Often caused by poor facility layout and planning.



## I

### INVENTORY

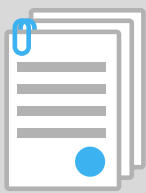
Excessive products and materials not being processed. Can lead to increased storage cost and spoilage.



## M

### MOTION

Unnecessary movement of people (operator, team members, and customer).



## E

### EXTRA-PROCESSING

Waste caused by "gold-plating" or creating higher quality than is required.

EQUIP YOURSELF WITH SOME WASTE GOGGLES AND HELP REDUCE DOWNTIME

