

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		Takt Time	Cycle Time	Operator Number
		Symbol	Number of WIP			
						

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

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The diagram illustrates the operator's movement and material location in relation to the machine and overall process layout. It shows a sequence of steps numbered 1 through 6. Step 1 is 'Raw Material' (represented by a square). Step 2 is a machine labeled 'WL-02' (represented by a square with a plus sign and a dot). Step 3 is a machine labeled 'ETS-100' (represented by a square with a dot and a plus sign). Step 4 is a machine labeled 'CL-001' (represented by a square with a plus sign and a dot). Step 5 is a machine labeled 'ETS-100' (represented by a square with a dot and a plus sign). Step 6 is 'Finished Goods' (represented by a square with a diamond). Arrows indicate the flow: 1 to 2, 2 to 3, 3 to 4, 4 to 5, 5 to 6, and a dashed arrow from 6 back to 1.

Quality Check	Safety Precaution	Standard Work-in-Process		Takt Time	Cycle Time	Operator Number
◇	+	Symbol	Number of WIP	42	40	1
		●	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て表現し、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。