



# Waste Reduction

Waste is normally present in organisations in quite large quantities. Even in the best of organisations, waste can be as much as 15% of the operating costs whilst in those poorly managed it can be as high as 30%.

Waste reduction projects are one of the most effective ways to increase profitability as any savings go directly to the 'bottom line' and also:

- ✍ Improve your processes
- ✍ Motivate your teams
- ✍ Create more time

## *Here's how it works...*

- Stage 1** - a waste diagnostic check
- Stage 2** - a workshop session with your project team. Initially, they will be introduced to the 'Seven Wastes' best practice system. The remainder of the session will be spent identifying specific wastes within your business.
- Stage 3** - this follow up workshop will commence with training on problem solving techniques and then go on to help your team prioritise the wastes identified in the previous session. Teams will be set up to work on the more complex issues and implementation of the 'quick wins' will be organised.
- Stage 4** - covering a period of 6 to 8 weeks the teams will meet regularly and use their newly acquired problem solving skills to plan the actions required to eliminate the major waste issues. During this period we offer ongoing support for the teams. This stage culminates in a detailed solution presentation to the business owners when the teams will present their solutions in line with the following criteria:
- ✍ Specific actions that need to be implemented
  - ✍ Resources required
  - ✍ The time scale for implementation
  - ✍ Who will be responsible
  - ✍ The benefits arising and how they will be measured
- Stage 5** - continuous improvement. Project teams should now be reformed and the process is repeated on an 8 week cycle.

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