

Standard Work

Standard Work Combination Tables

Aims and Objectives

Target Audience : Machine Operators, Team Leaders, Shift leaders,

Purpose of Module : To develop the practical ability to write and use Standard Work Combination Tables

Aims & Objectives :

- Understanding of Standard Work Combination Tables
- Ensure people can interpret Standard Work Combination Tables and be able to translate into effective management of their resources
- Enable people to write and use Standard Work Combination Tables in continuous improvement activities

Introductions

- Name
- Department
- Current knowledge of Standard Work and it's benefits

Standard Work Combination Table - Definition

The Standard Work Combination Table combines human movement and machine movement based on takt time and is used as a tool to determine the range of work and work sequence for which a team member is responsible.

Human work and Machine work

The key notion for the elimination of waste and the effective combination of work on the shopfloor is the separation of machine work and human work.

When we observe the work in which operators handle machinery, then that work can be classified into machine or human work.

Understanding the separation of human and machine work is the basis for understanding the interface between these two elements.

If operators are merely observing the machine working then this is the waste of “Waiting” and should be eliminated.

Human work

This refers to work that cannot be completed without human effort. For example,

- picking up materials
- putting materials onto a machine
- operating the controls of a machine
- manual slaving etc.

Machine work

This refers to work or incidental work that equipment, which has been started by human hand, automatically performs operations.

- Milling
- Auto riveting / bolting
- Auto inspection (Hole probes)

Standard Symbols

The four basic symbols used in Standard work combination tables are:

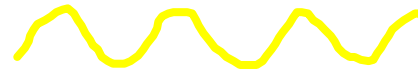
Manual



Automatic



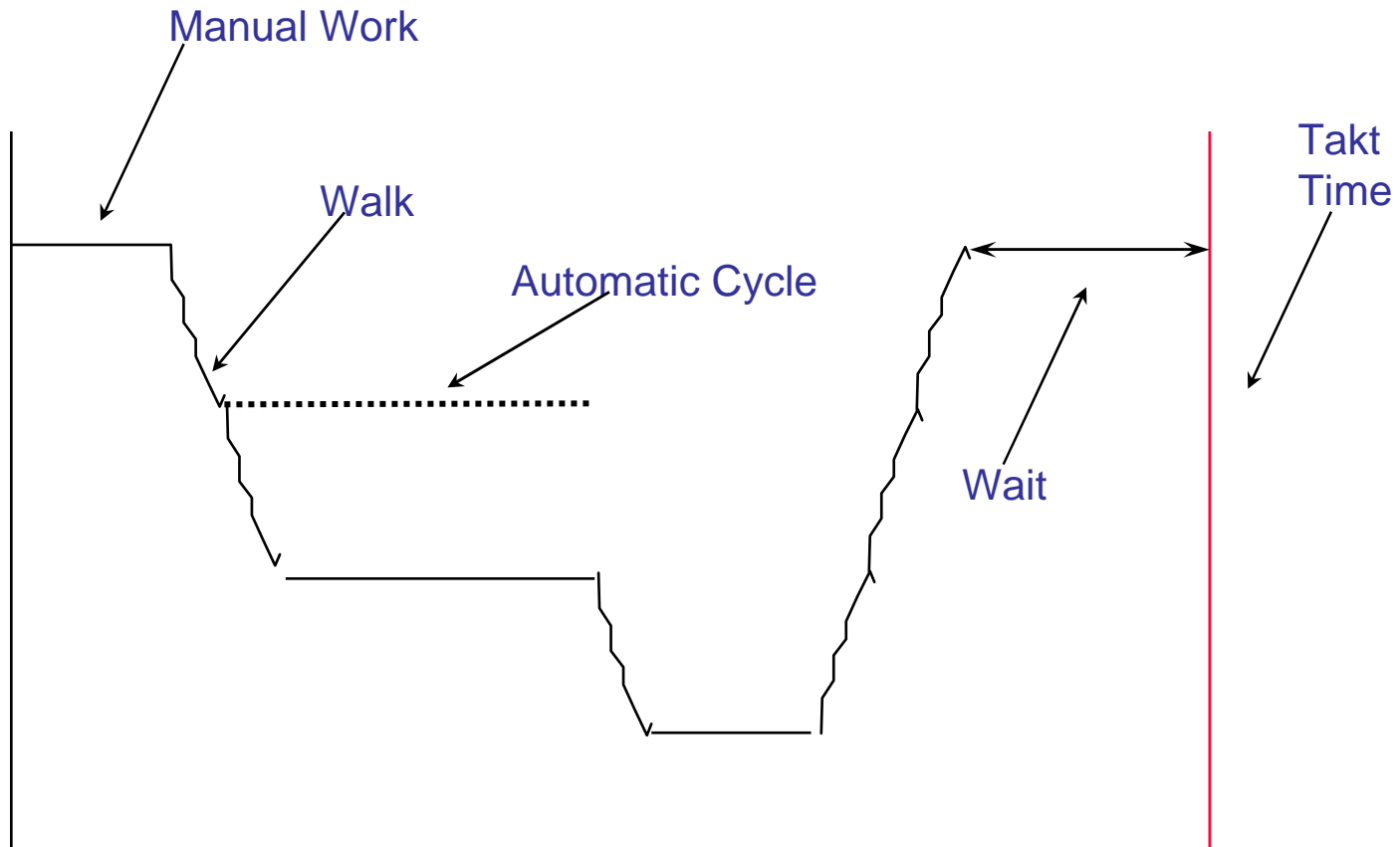
Walking



Waiting

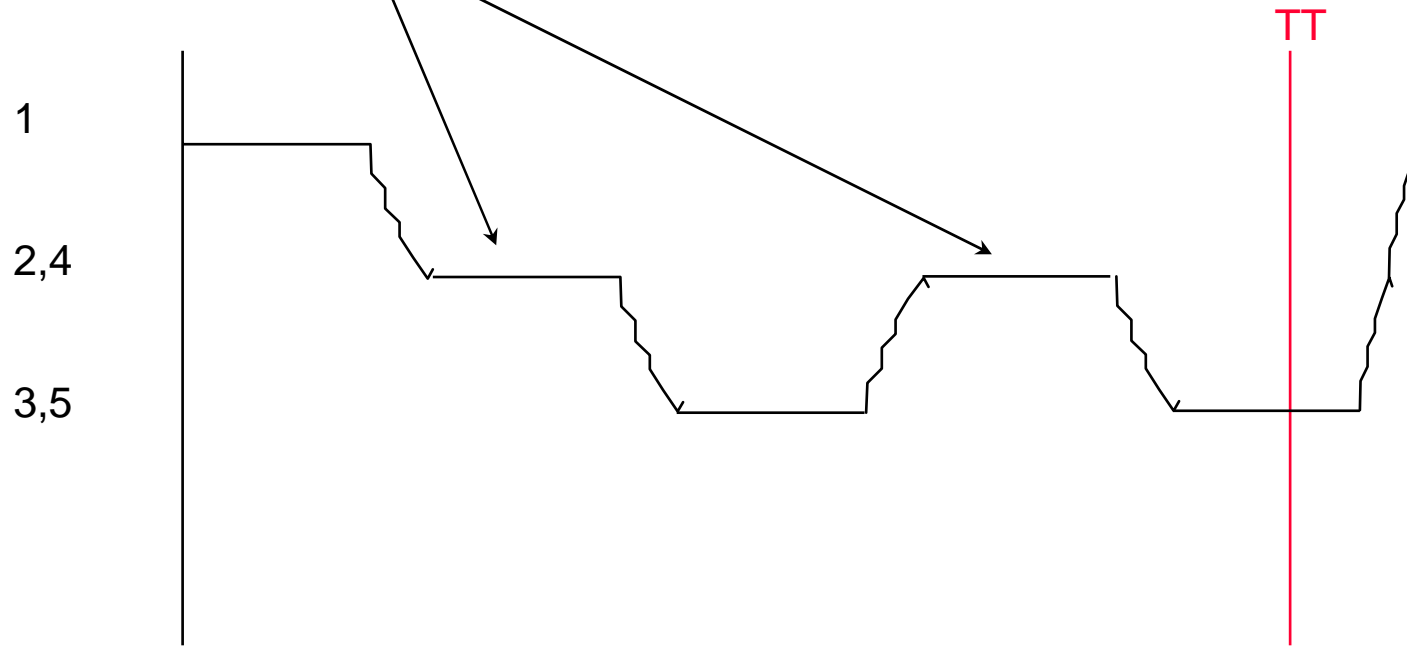


HOW TO DISPLAY WORK ON THE STANDARDISED WORK COMBINATION TABLE

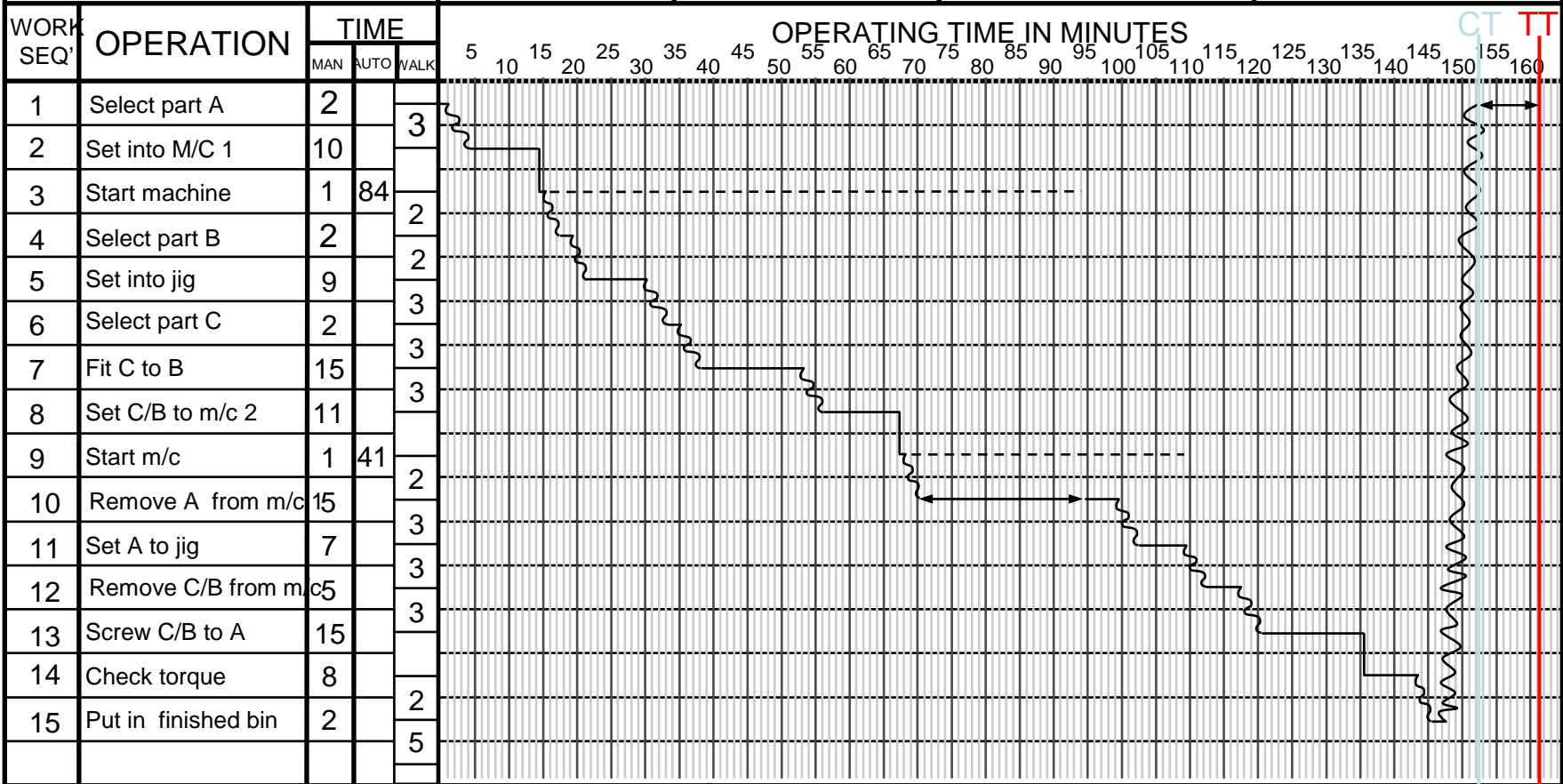


HOW TO DISPLAY WORK ON THE STANDARDISED WORK COMBINATION TABLE

Returning to the same process.

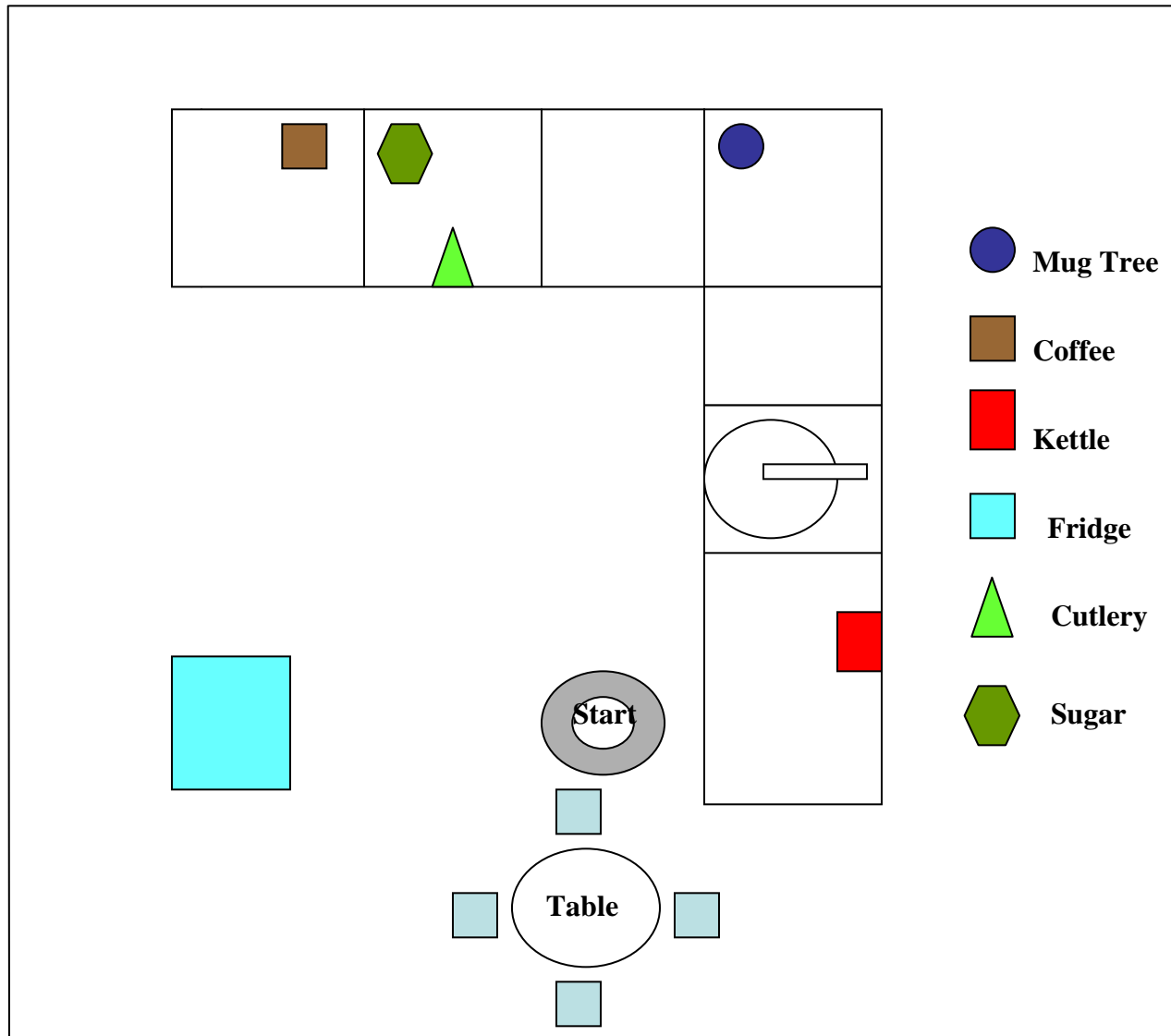


Part Number / Name 123ABC / Widget LH	STANDARDISED WORK COMBINATION TABLE		Manual ———
	Takt Time: 162	Qty / shift: 169	Group Leader
Process Machine and sub assembly	Cycle time	Available time: 480'	Supervisor
		Department: Machine	Prod/Engineer
			Automatic - - - - -
			Walking ~~~~~
			Waiting <----->

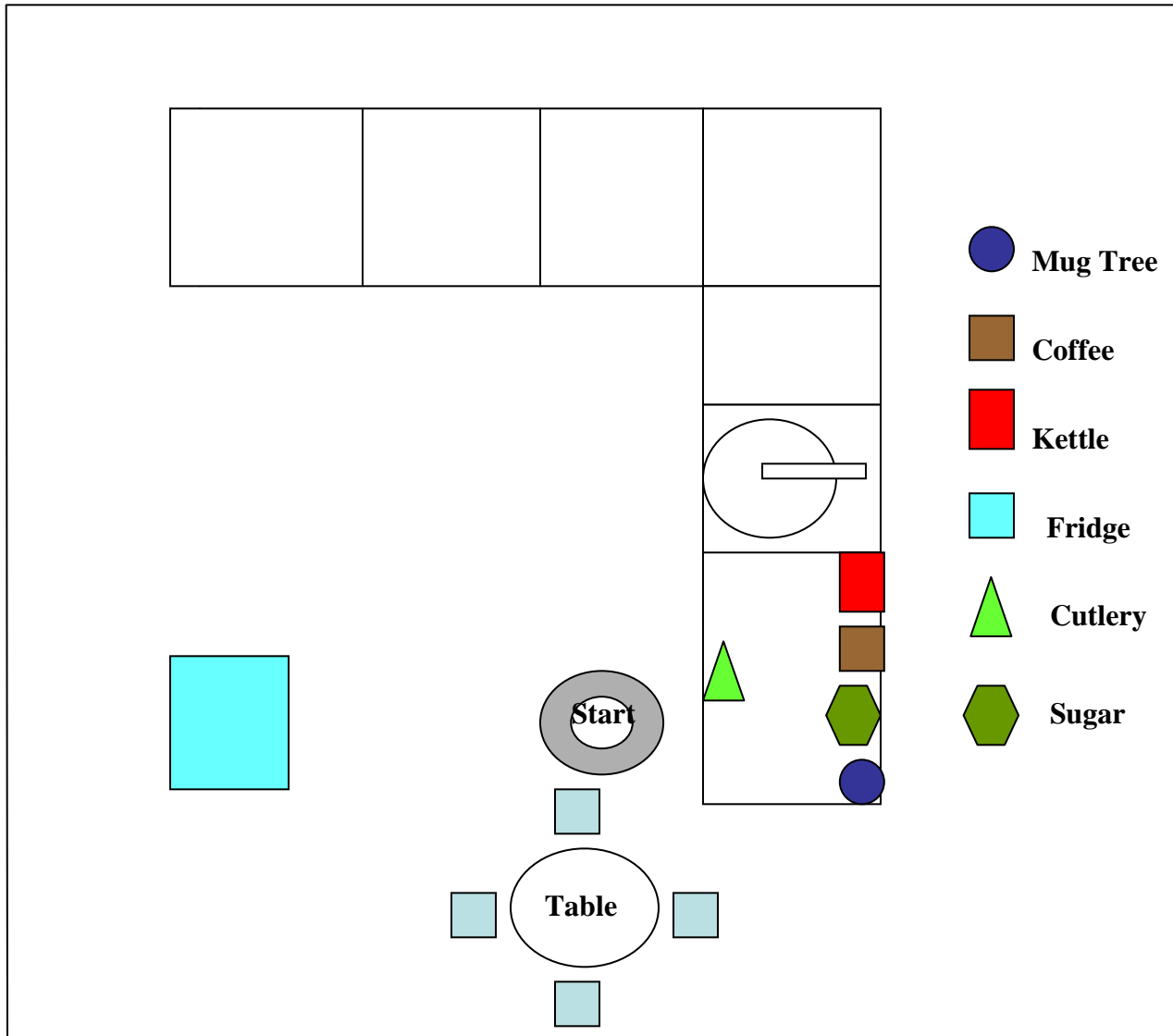


TOTALS	95	125	34	Operator 129
				Wait time 33

Standardised Work Process Sheet



Standardised Work Process Sheet



Standard Work Combination Table Course

Aim:

To enable you to leave the session able to use Standard Work Combination Tables in your area.

Are you able?