

## STANDARDISED WORK: LAYING THE FOUNDATION

“Without work standards there will be no standardised work” *Mr Isao Kato*

With our ‘live online’ guidance you will establish Work Standards – your foundation for your robust program of Standardised Work. You will apply proven philosophies to your processes (as opposed to mimicking other systems). The philosophies stem from the 5 Step Ups for Standardisation model illustrated by Mr Isao Kato.



In December 2019 the *Lean Thinker* quoted ‘If you don’t have a clear expectation of what ‘good’ looks like then your definition of ‘not good’ is subjective and varies depending on who, what and when things are being looked at.’

Determining ‘normal’ (or ‘good’) seems basic yet it is often not done well. It is at the core of Mr Kato’s quote in the intro line and is eliminated through Step Up 1 of the 5 Step Ups.

Further, a work standard is a hypothesis; thinking this way will help develop a ‘community of scientists’ (*reference: Decoding the DNA of the TPS. 1999. Spear and Bowen*) rather than a ‘what’s wrong’ culture.

Through our 1-2 month live online program we will guide you through three typical stages of building capability – awareness and knowledge → initial practice → learn by doing (your workplace).

### Purpose and emphasis of each stage

Stage	In brief	Objectives	Emphasis
1	Two hours live online with Q&A.	Build awareness and knowledge of the 5 Step Ups overall, Step Ups 1 and 2 in particular.	‘Normal’ clearly defined is essential; a work standard is a hypothesis; PDCA in Step Up 2 onward; building trust.
2	Two hours live online illustration and practice of Step Up 1.	Further knowledge, sufficient practise for guided application of Step Up 1 in your workplace.	‘Normal’ clearly defined is essential; four main ‘types’ of work standards to consider.
3	Minimum six mentoring sessions.	In a selected area of your workplace apply Step Up 1.	Apply philosophies and practice – learn by doing.