



# Weekly Lean Results Wrap-up

Director's Office

Implemented September 2014

*By thinking Lean we saved 1.2 hours weekly and reallocated time to other Lean efforts*

## Problem

- No standard process in place.
- The process was done by one person and there was no trained backup.
- The process took up to 2 hours each week.
- Customer expectations were unclear.

## Causes

- Data collection for the weekly Lean report used two data collection systems, was inconsistent data collection, and was done by one person without any trained backup.
- Additionally, the process was not standardized and took a lot of time to format.

## Solution

Created a standardized process to report Lean program measure results and reduce process steps.

## Results

