Waste Assessment Worksheet

Process Name:

Process Customer(s):

Process Customer Needs:

|  |  |  |  |
| --- | --- | --- | --- |
| ***Type of Waste*** | ***Waste Signal Observed*** | ***Point of Waste*** | ***Reason for the Waste*** |
| DefectsErrors, mistakes or problems with a product or service |  |  |  |
| WaitingWaiting longer than necessary to serve the customer |  |  |  |
| EffortExerting more effort than is necessary to serve the customer |  |  |  |
| MaterialsAcquiring, holding or using more material than is necessary to serve the customer |  |  |  |