

WHAT IS LEAN MANAGEMENT?

To improve working conditions by removing **wastes** and improving work methods.

KEY AIMS



1. **SAVE TIME**







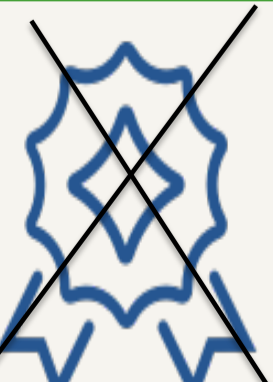



2. **MONEY**
(save money – reduce costs)



3. **EFFORT**
(make work easier)

WASTE Type Example of WASTE types

TRANSPORT (materials)		Poor farmyard layout resulting in excessive movement of materials
INVENTORY		Excess machinery, keeping cull cows for too long, expired items
MOTION (people)		Walking, lifting, searching, moving, carrying
WAITING		Meal, vaccines, machinery, people
OVER PRODUCTION		Overgrown grass
OVER PROCESSING		Over-cooling milk, duplicating paper work
DEFECTS (inferior quality)		Antibiotic milk, machinery breakdown, low milk solids, unhealthy cows
SKILLS		Not training new employees correctly or at all

SOME LEAN TOOLS

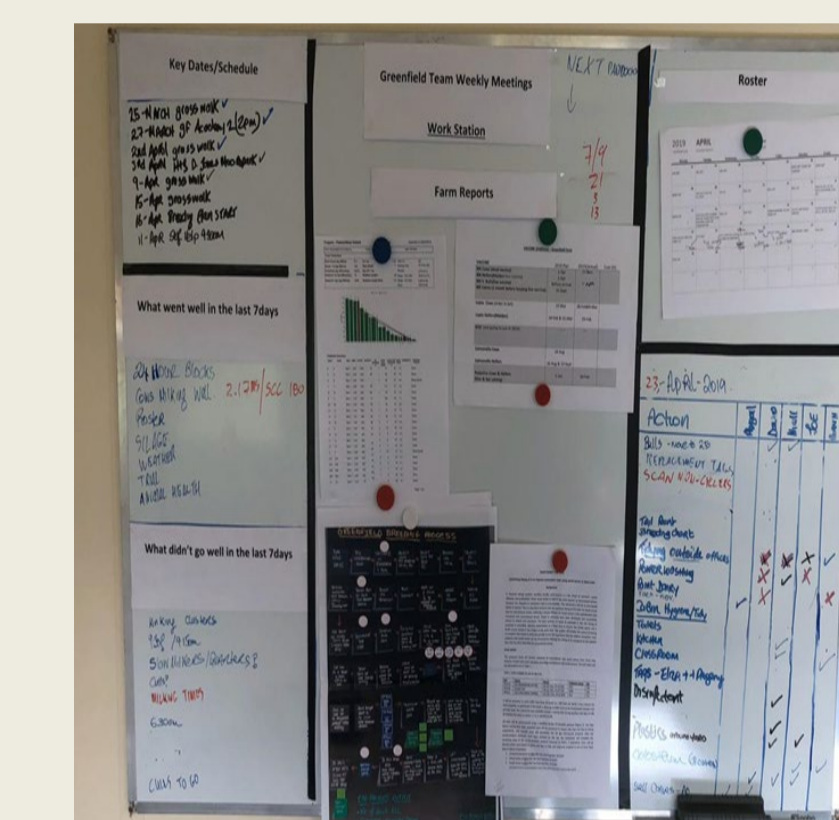
VISUALISATION

- Enables anyone to immediately assess the current status at a glance (regardless of their prior knowledge)
- Improves communication

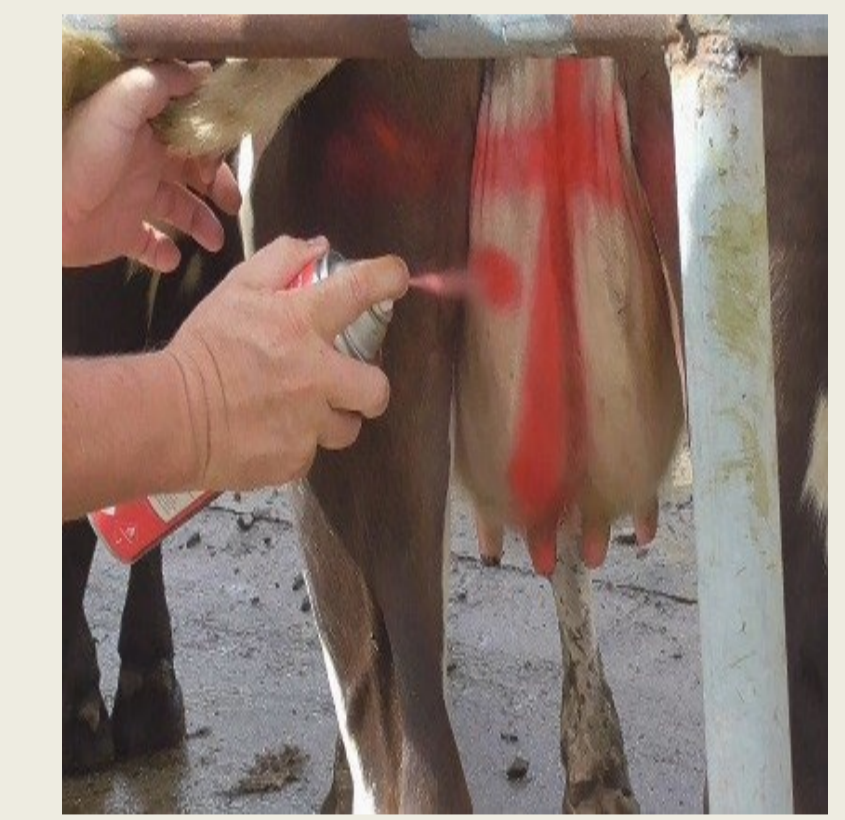
FARM MAP



WORK STATION



ANIMAL ID

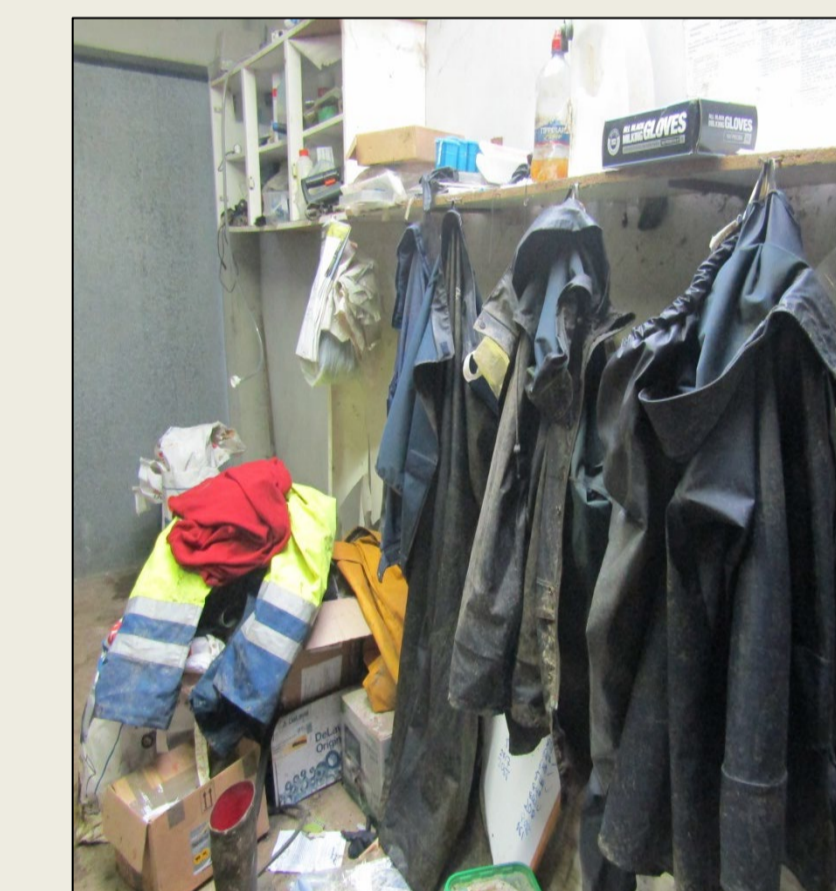


5S

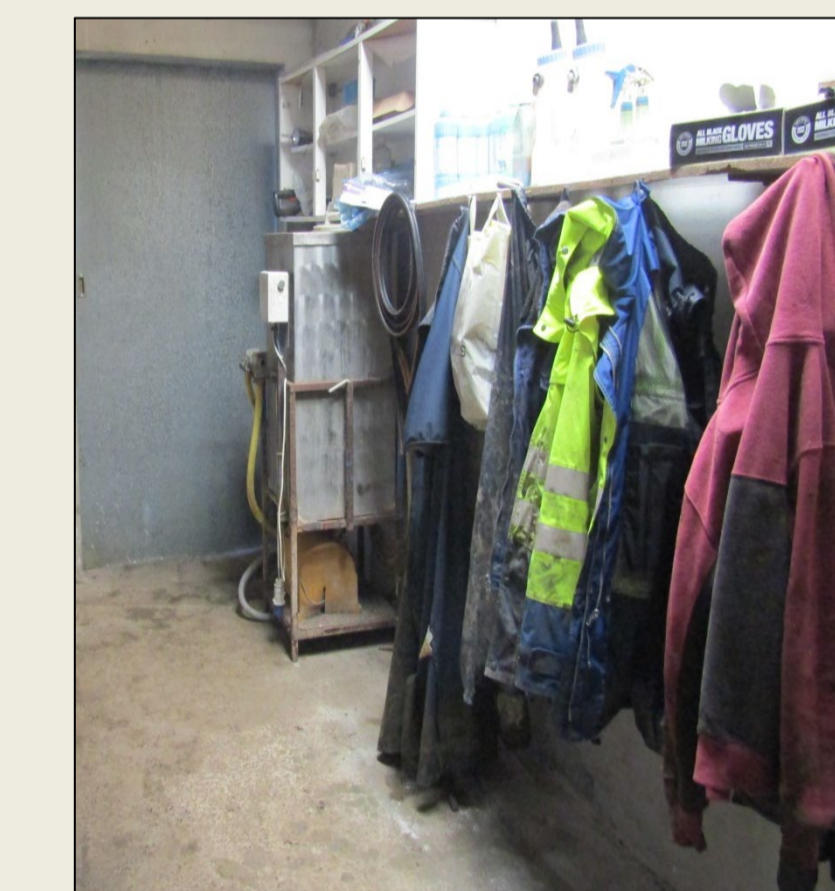
- Process for organising; creates a safe, standard, efficient and effective workplace

- 5S STEPS**
- 1: SORT
 - 2: SET-IN-ORDER
 - 3: SHINE
 - 4: STANDARDISE
 - 5: SUSTAIN

BEFORE



AFTER



STANDARDISATION

- Standardised work (standard operating procedures) = agreed set of work routines, useful for repetitive, regular tasks often completed by different people e.g. milking
- Checklists
- Improves communication

TIPS FOR DEVELOPING STANDARD OPERATING PROCEDURES

Key info (1 page)	Be Visual (pictures, drawing, diagrams)	Use colour	Located at point of use	Used for training
