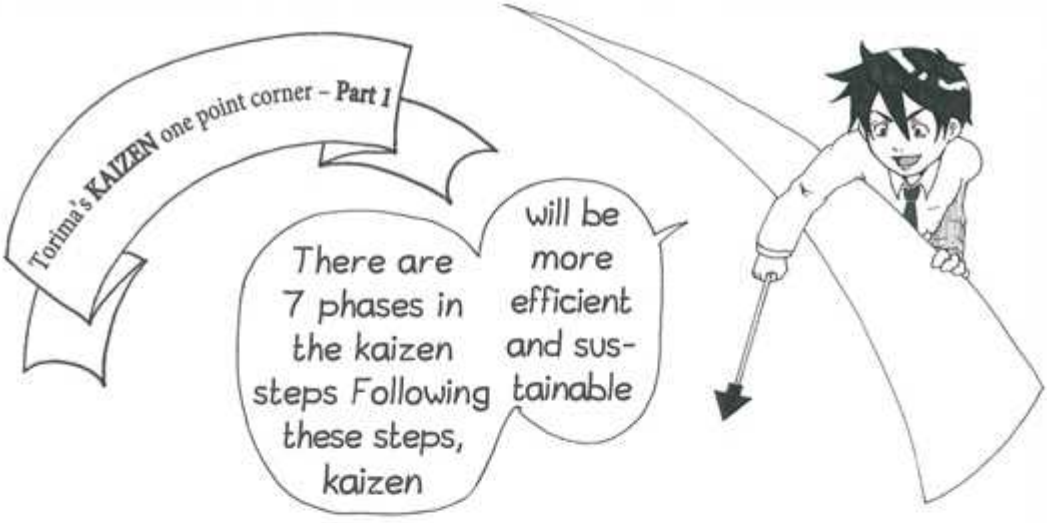
Let's start kaizen then... But...
Whoaaa
ummm
? ? ?
And I have no clue where to start from...
It's easy to say so
QC story is the basic step in solving problems
QC story?!
Bam
To follow the steps of the QC story
Kaizen is



7 Steps in solving problems (QC story)

	Order	Basic steps	Implementing issues
P	1	Select Theme	Grasp the problems and decide on theme
	2	Understand the current situation and set a target	Collect information and decide on its characteristic value Set the target and period
	3	Draw up an activity plan	Decide on implementation issues, dates and distribution of roles
	4	Analyze the cause	Analyze the cause and outline the countermeasures
D	5	Review and implement countermeasures	Get ideas on the countermeasures, review the implement method Carry out the countermeasures
C	6	Check the effects	Check the results and compare with the target value Observe the achievements (visible/ invisible)
A	7	Standardize Adopt the management	Standardize and adopt the management Reflect to the next plan

* Details will be clearly explained from Episode 3 onwards

No, it's not really!
Ah... Seems compli-cated
Waah..
QC story is a formatted step for a report originally to explain clearly about past
problem solving case to people
The name QC story comes from here
It is a method pro-ceeded by rotating PDCA and in fact, it is the most common logical way of thinking
Really... I didn't know that!!
Shook
Deep sigh
Well... that is what they say... But before that.....

Disordered
WHAT A MESSY OFFICE!!!
The floor is occupied by carton boxes here and there
How is it possible to easily find necessary documents in this shape?!
Thud
Plunk
Mountains of papers on the desk!!
Kaizen requires that we are organized on daily bases and keep in mind the 5S!
This is something that needs to be solved before thinking of kaizen!!
Actually, not all the time...
Of course not
hahaha

Torima's **KAIZEN** one point corner – **Part 2**

These are the important 5S for kaizen

As you can see, they are all what everyone should know in any work place

The 5S are …

Seiri (Arrange)

Separate what you need and what you don't need Then dispose what you don't need

Seiton (Order)

Have things you need in a reachable place

Seisou (Cleaning)

Cleaning

Seiketsu (Hygiene)

Maintaining the 3S of Seiri, Seiton and Seisou

Shitsuke (Discipline)

To have the habitual practice of the 4S of Seiri, Seiton, Seisou and Seiketsu

OOOK!
Grab
Ok guys, let's start organizing together!!
It's not just about filing the documents We should add index or sticky notes to clearly sort them
Documents that need no filing
or are not in use any more
should be kept together in an envelope
Documents in the bookshelves that are hardly used should be stored away.
Unwanted documents should be tied up with a rope and given away for recycling

Neatly
Could this be the result of kaizen!!
Working is much easier than before
It became very clean!
Oh! Is that so?
So don't get it wrong This is not the target
The 5S are only tools for kaizen
What
Hold it there...
It is a nice feeling when the office is clean and organized
For sure, after doing the 5S activities you may feel the sense of completion

◆ Continue to Episode 3