




# STANDARD WORK SHEET

|                     |       |               |              |
|---------------------|-------|---------------|--------------|
| Scope of Operations | From: | Process name: | Prepared by: |
|                     | To:   |               | Date:        |

|  |  |  |  |  |  |
|--|--|--|--|--|--|
| [Large grid area for drawing or notes] |  |  |  |  |  |
|--|--|--|--|--|--|

| QUALITY CHECK   | SAFETY CAUTION  | INVENTORY/SWIP  | TAKT TIME | CYCLE TIME | OPERATOR(S) |
|---|---|---|-----------|------------|-------------|
|  |  |  |           |            |             |