
Understanding Phase I of the 5S Process

Creating Workspace Efficiency (S1 & S2)

S1 – Sort

Macro Waste Exists (discrete action taken)

- Keep only what is needed and remove what is not needed
- Remove items that don't belong

Removing macro-waste to generate efficiency

S2 – Set in Place

Micro Waste Exists (discrete action taken)

- Place item in the location it is easiest to get, reach, and obtain.
- Specify and label location, name and quantity (addressing)
- Remove the variation of time to obtain the item

Removing micro-wastes for even greater efficiency

Have a topic idea? Submit to idea@ruckerassociates.com



*Accelerating Business
Performance with Lean Six Sigma*