

Waste Walk Form

Date: _____
Location/area: _____
Observer: _____



Type of Waste	Definition	Observations
Defect/Rework	Product that does not meet customer requirements	
OverProduction	Producing more than is required	
Waiting	Delays in the process, waiting for next step to occur	
Non-Utilization of Talent and/or Resources	Not utilizing people's skills properly	
Transportation	Unnecessary movement of material from one location to another	
Inventory	More supplies/equipment than required to service customer	
Motion	Movement that does not add value to the work being completed	
Excess-Processing	More work is done than required by the customer, or things are made more complicated than necessary	

