

win the war on CLEANING WASTE

There's a war on waste that can save companies more than they realize. Believe it or not, companies lose a lot of money and productivity on ineffective cleaning practices. But when they apply LEAN principles, they can cut costs by 10%–40%, and increase productivity by 12%–52%.¹

Cluttered, unclean and unsafe facilities can also prevent a company from being a "great place to work." An uninviting facility can lower morale, and even drive away potential clients and employees. While there are multiple areas of waste in cleaning, here are the big three impacting most companies.

Defeat your TOP 3 ENEMIES



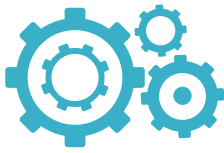
EFFORT WASTE

INDICATORS



Busy work

Employees must perform many unnecessary tasks before performing the essential one.



Double work

Employees must redo a task because of a poor process, application or product.

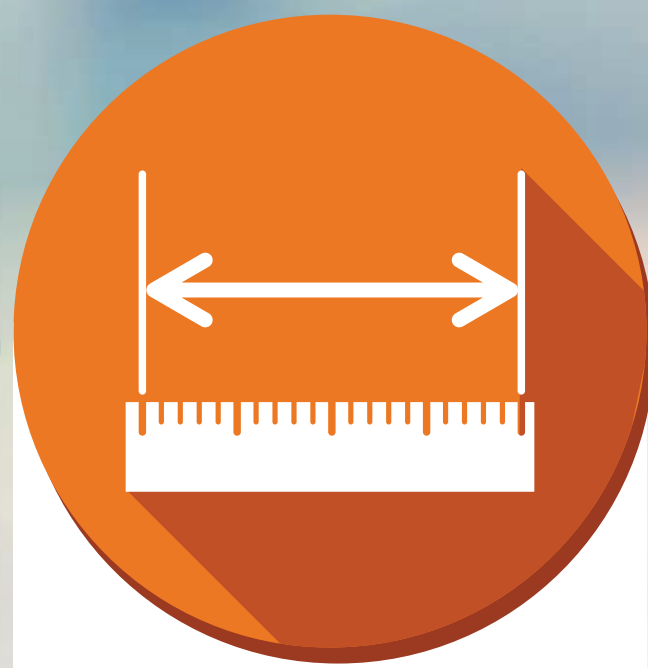


Epic fail

Employees do a task the way they're trained to, but get bad results.

COMMON CAUSES

- Clutter
- Disorganization
- Poor training
- Lack of standard operating procedures



SPACE WASTE

INDICATORS



Tiny workspace

A process is not given the space it needs to be completed quickly and efficiently.



Big workspace

A workspace is too big for the task, wasting space that could be given to other tasks.



Chaotic workspace

A process, such as mopping the factory floors, is not set up in an orderly way. This increases costs and hours.

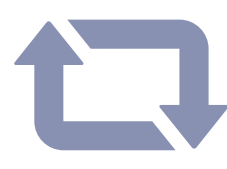
COMMON CAUSES

- Clutter
- Congestion
- No markings for equipment placement (e.g., this bucket and mop goes in this square)
- No diagram showing how and where products should be placed



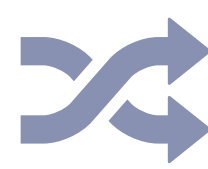
TRANSPORTATION WASTE

INDICATORS



Endless maze

Employees are required to cross the same path multiple times to complete a single task.



Random maze

Movement has no purpose, rhyme or reason. This leads to bottlenecks, decreased efficiency and even poorly completed tasks.



No smart path

Movement hasn't been studied or charted, so the company isn't experiencing smart travel savings.

COMMON CAUSES

- Transportation has not been studied or observed within the organization
- Standard operating procedures don't include a start/finish path
- Non-strategic thinking

READY TO MOBILIZE THE FORCES?

Start winning the war on waste at go.veritivcorp.com/leanevent.



A Fortune 500® company, Veritiv® is a North American leader in business-to-business distribution solutions. Our LEAN Facility Maintenance Advisors improve building performance through LEAN cleaning, reducing product usage, and streamlining cleaning to reduce energy, waste and cost.

¹ Using Lean Manufacturing to Reduce Costs and Improve Quality. BusinessKnowledgeSource.com

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