

WHERE TO START FOR A «LEAN» PURCHASING DEPARTMENT

with Toyota way



1) LIST
all low value-added activities carried out within the purchasing department



2) CLASSIFY
A) easily eliminable
B) eliminable with moderate commitment
c) not eliminable



3) CHOOSE
an activity to delete from those listed in group A



6) IDENTIFY
one or more indicators for measuring activity



5) TIMING
define a deadline



4) ENGAGE
people and motivate them to achieve the goal



7) VERIFY
that the activity has truly been eliminated once the deadline has been reached



8) ENABLE
corrective actions, standardize the process



9) RESTART
with another activity of group A, until they have all been eliminated