

**D**  MUDA

**O**  DEFECTS

**W**  OVERPRODUCTION

**N**  WAITING

**T**  NON-UTILIZED TALENT

**I**  TRANSPORTATION

**M**  INVENTORY

**E**  MOTION

 EXTRA-PROCESSING

EXAMPLE	TYPE	COST	TREATABLE?	RECOMMENDATION
Late meeting notices	DEFECTS		YES	
Meeting setting/mode - always "in-person" & in Manchester	OVERPRODUCTION		YES	
Not taking advantage of member knowledge for presentations	NON-UTILIZED TALENT		YES	
Meeting locations not convenient for everyone	TRANSPORTATION		NO	
Offer other formats (webinar) that are remote and accommodate the geography of the chapter	TRANSPORTATION		YES	
Meeting registration process	EXTRA-PROCESSING		YES	

