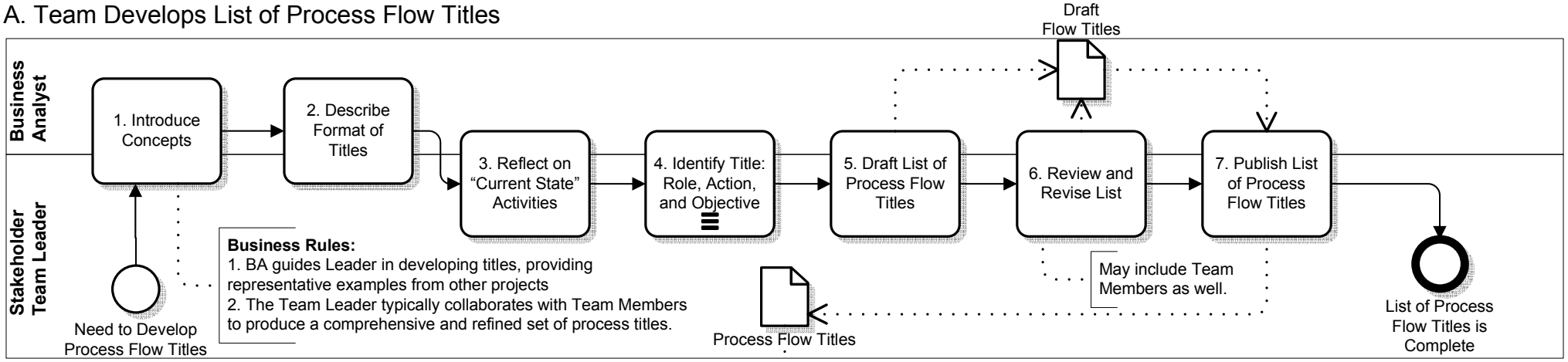
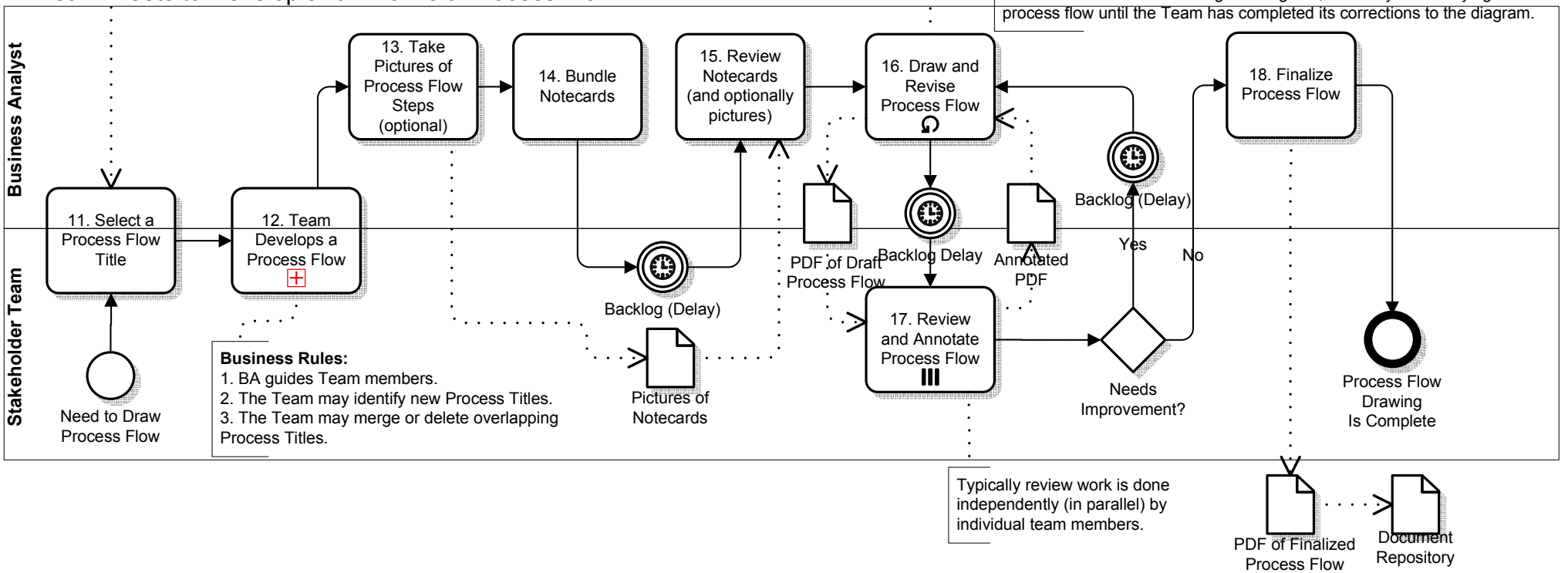
A. Team Develops List of Process Flow Titles



B. Team Meets to Develop and Finalize a Process Flow



Notes:

1. Developing a process flow consists of two major steps ("A" and "B") and one sub-process ("Task 12").
2. Steps are numbered in these process flows for discussion purposes only. Note that some numbers have been skipped.

Opportunities for Improvement

1. Step 12 – Taking photos of the Notecards can reduce chance that note content is lost.
2. Process "B. Team Develops and Finalizes a Process Flow" includes wait time at several points.
3. Loop in steps 16 and 17 may cause waste through over-processing and delays.

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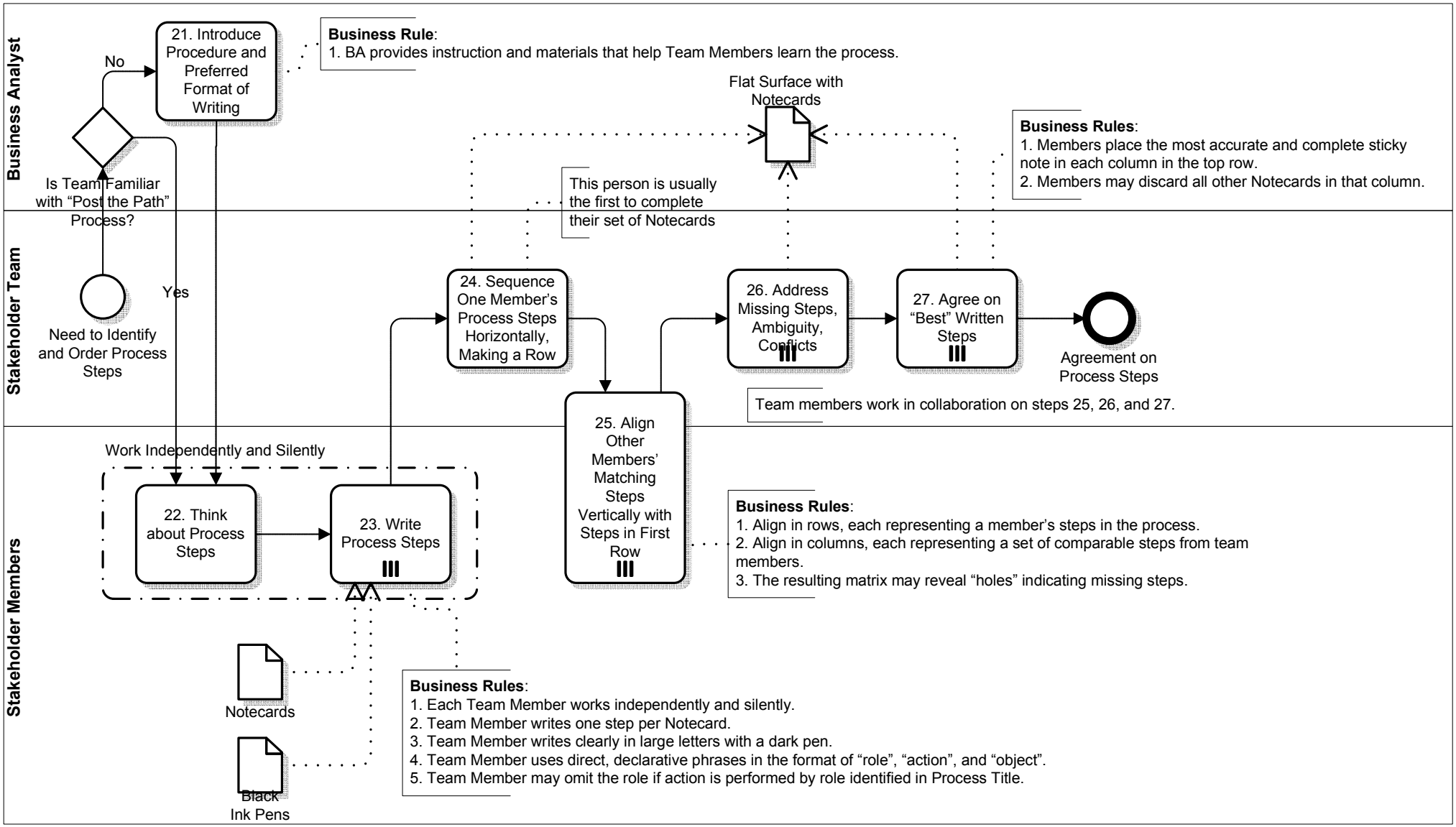
12. Team Develops a Process Flow (“Post the Path”)



Notes	Opportunities for Improvement

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