

CPM-200 Generic Visual Management Catalogue

1

Visual Management

- Continuous Improvement

2



SAFETY

Identify and eliminate hazards to promote accident prevention

VMC2001



SET IN ORDER

Orderliness is essential for ease of use and return

VMC2002



SHINE

Cleanliness is crucial for safety and preventative maintenance

VMC2003



SORT

Keep only what is necessary
When in doubt throw it out!

VMC2004



STANDARDISE

Form and maintain the standard set out by the first three S's

VMC2005



SUSTAIN

Maintain discipline and uphold correct procedures

VMC2006

6S LEAN WORKPLACE



VMC2007

6S LEAN WORKPLACE



VMC2008

6S LEAN WORKPLACE

- SORT**
When in doubt, throw it out
- SET IN ORDER**
Orderliness is essential
- SHINE**
Cleanliness is crucial
- STANDARDISE**
Work to and maintain standards
- SUSTAIN**
Uphold correct procedures
- SAFETY**
Accident prevention

VMC2009



A place for everything and everything in its place

6S

VMC2010



A place for everything and everything in its place

6S

VMC2011



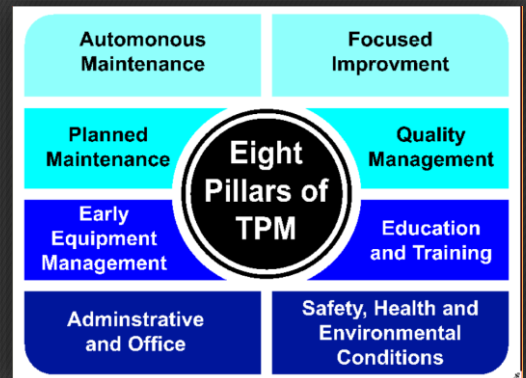
3



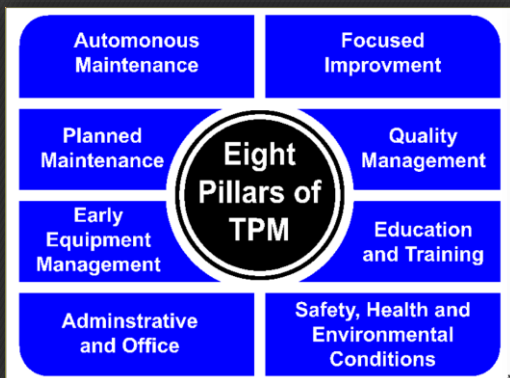
VMC2012



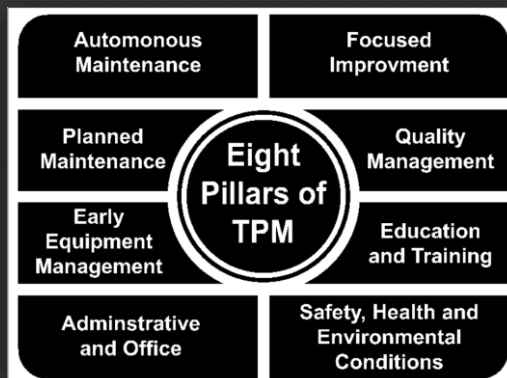
VMC2013



VMC2014



VMC2015



VMC2016




VMC2017



IMPROVE COLLABORATIVELY
Work together, improve continuously, with focus on team results.

VMC2018



LIMIT WORK IN PROGRESS
Focus efforts on fewer things at a time to ensure faster flow and quality.

VMC2019



MAKE PROCESS POLICIES EXPLICIT

Build standards into the way you work rather than burying them in documents.

VMC2020



MANAGE FLOW

Identify and remove impediments to work flowing smoothly.

VMC2021



VISUALISE WORKFLOW

Make up-to-date work visible to the team at all times.

VMC2022



**Keep all
areas clean
and tidy**

6S

VMC2023



**Keep all
areas clean
and tidy**

6S

VMC2024



**Keep all
areas clean
and tidy**

6S

VMC2025



BUILD QUALITY IN

Use testing to fix your process not your product.

VMC2026

LEAN PRINCIPLES



DELIVER FAST



ELIMINATE WASTE



OPTIMISE THE WHOLE



BUILD QUALITY



CREATE KNOWLEDGE



RESPECT PEOPLE



DEFER COMMITMENT

VMC2027

LEAN PRINCIPLES



DELIVER FAST



ELIMINATE WASTE



OPTIMISE THE WHOLE



BUILD QUALITY



CREATE KNOWLEDGE



RESPECT PEOPLE



DEFER COMMITMENT



CREATE KNOWLEDGE

Create and retain new knowledge through the stability of teams.

5

VMC2028

VMC2029



DEFER COMMITMENT

Defer irrevocable decisions as long as possible.



DELIVER FAST

Learning truly begins when the customer gets the product.

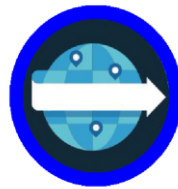
VMC2030

VMC2031



ELIMINATE WASTE

Be on a quest to eliminate all waste the law will allow.



OPTIMISE THE WHOLE

Optimise the entire flow, not the individual departments.

VMC2032

VMC2033



RESPECT PEOPLE

An innovative, profitable company relies entirely on the brains and hearts of its employees.

VMC2034



VMC2035



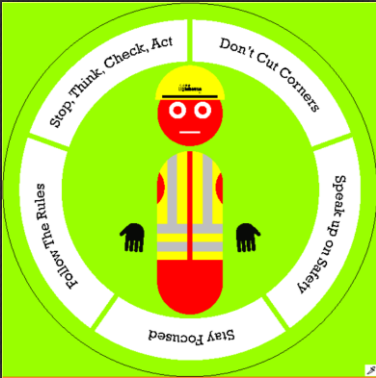
VMC2036

Know Your Fire Hose Colour Code						
Classification of Fire Risk	Colour Coding and Contents					
	Water	Foam	CO2	Dry Powder	Extinguishing Agents	
	Useable all voltages Wood, Paper, Textiles etc.	Useable all voltages Flammable Liquids	Safe all voltages Flammable Liquids	Safe all voltages Flammable Liquids	Safe all voltages Flammable Liquids	
A Paper, Wood, Textiles and Fabric	✓	✓		✓	✓	
B Flammable Liquids		✓	✓	✓	✓	
C Flammable Gases			✓	✓	✓	
Electrical Hazards			✓	✓	✓	
Vehicle Protection		✓		✓	✓	

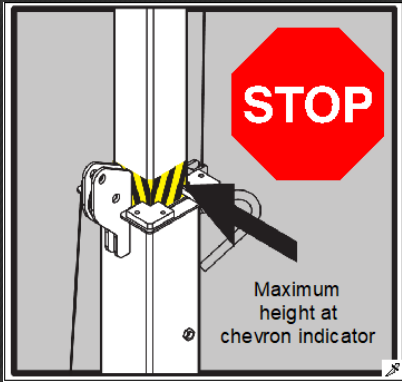
VMC2037



VMC2038



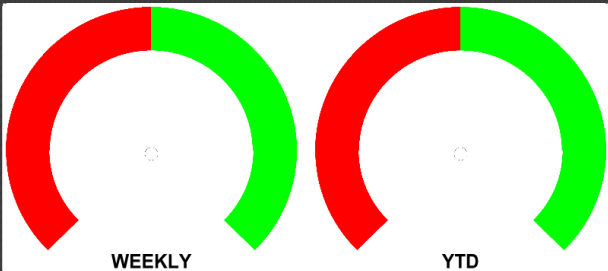
VMC2039



VMC2040



VMC2041



VMC2042

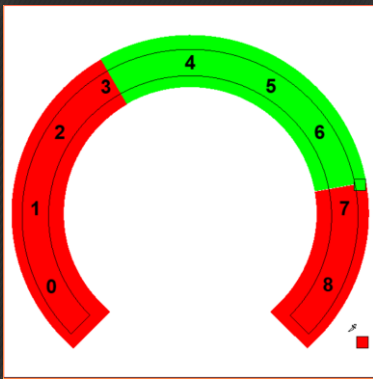


VMC2043

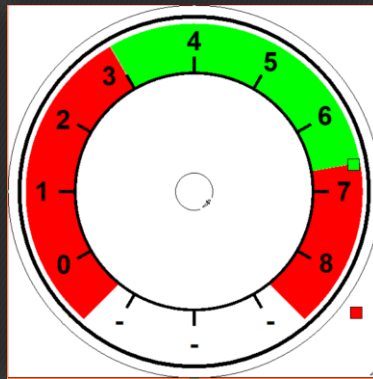
Visual Management

- Dials

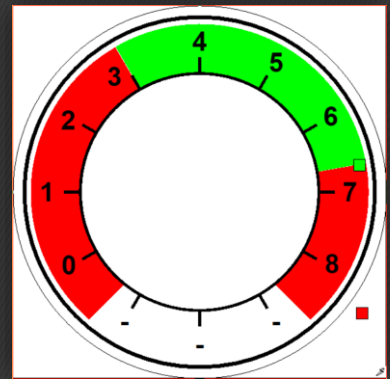
7



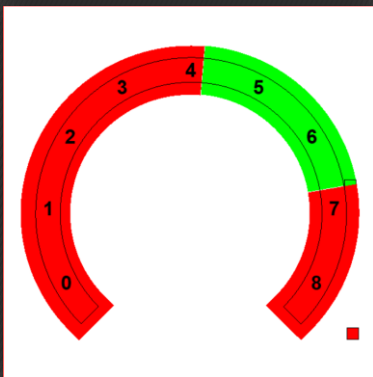
VMD2001



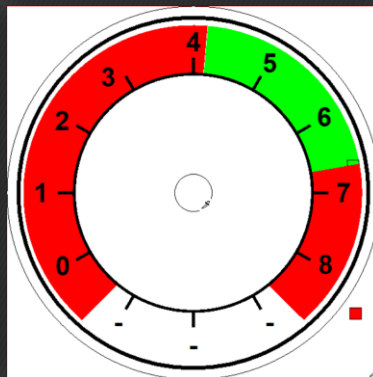
VMD2002



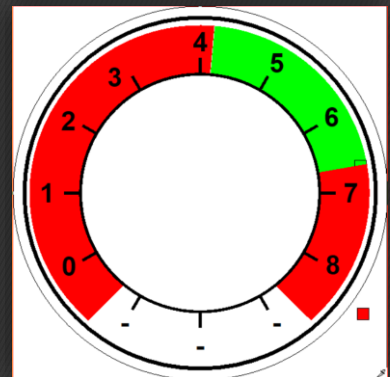
VMD2003



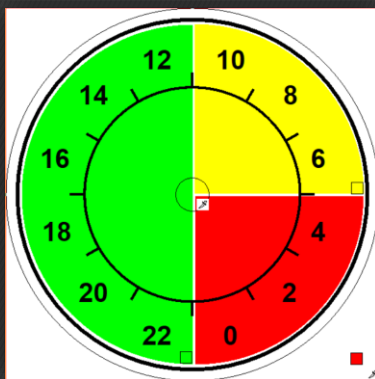
VMD2004



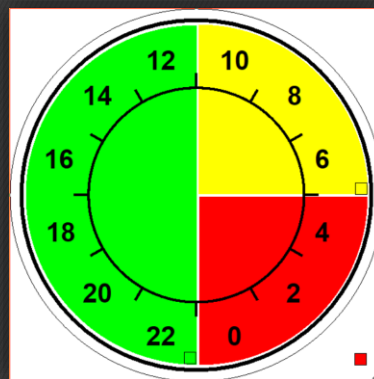
VMD2005



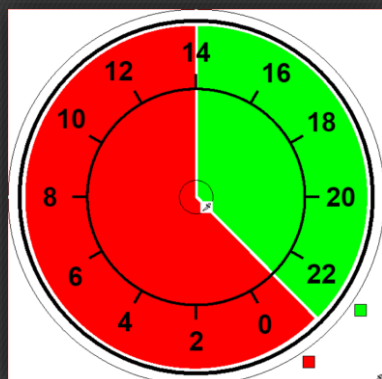
VMD2006



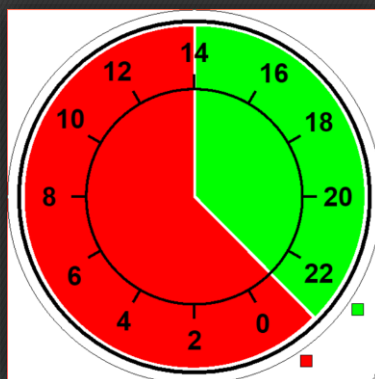
VMD2007



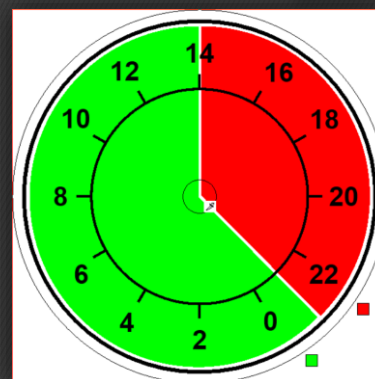
VMD2008



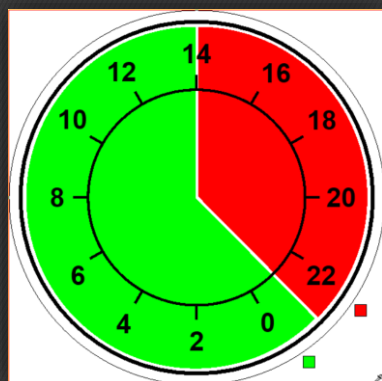
VMD2009



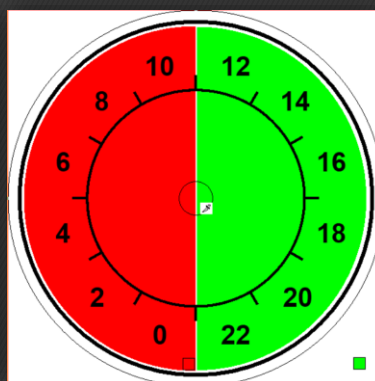
VMD2010



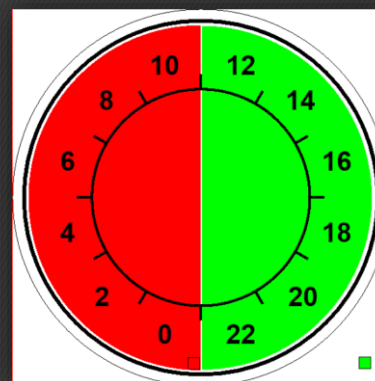
VMD2011



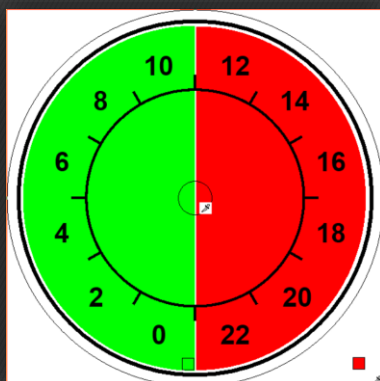
VMD2012



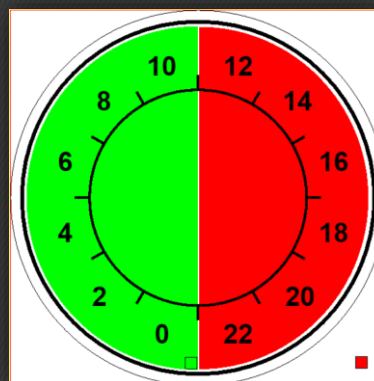
VMD2013



VMD2014



VMD2015



VMD2016

Visual Management

- Lockout-Tagout



VMLT2001



VMLT2002



VMLT2003



VMLT2004



VMLT2005



VMLT2006



VMLT2007



VMLT2008



VMLT2009



VMLT2010



DANGER

DO NOT START

TAG AND LOCK TO BE REMOVED BY AUTHORISED PERSONS ONLY

VMLT2011



DANGER

DO NOT START

TAG AND LOCK TO BE REMOVED BY AUTHORISED PERSONS ONLY

VMLT2012



DANGER

EQUIPMENT LOCKED OUT BY

VMLT2013



DANGER

EQUIPMENT LOCKED OUT BY

VMLT2014





DANGER

DO NOT OPERATE

This lock/tag may only be removed by:

Name: _____

Date: _____

Tel: _____

VMLT2015



DANGER

DO NOT OPERATE

This lock/tag may only be removed by:

Name: _____

Date: _____

Tel: _____

VMLT2016



DANGER

DO NOT OPERATE

This lock/tag may only be removed by:

Name: _____

Date: _____

Tel: _____

VMLT2017



DANGER

DO NOT OPERATE

This lock/tag may only be removed by:

Name: _____

Date: _____

Tel: _____

VMLT2018

DO NOT REMOVE

REMARKS _____

Signed: _____ Date: _____

VMLT2019



Do not switch on

Signed: _____

Date: _____

VMLT2020



Do not switch on

Signed: _____

Date: _____

VMLT2021



Do not switch power on

Comments: _____

Authorised by: _____

VMLT2022



Do not use
equipment - fault

Comments:

Authorised by:

VMLT2023



Do not use
out of order

Signed by:

Date:

Comments:

VMLT2024



Do not use
out of order

Signed by:

Date:

Comments:

VMLT2025



Do not use
out of order

Signed by:

Date:

Comments:

VMLT2026





Do not use
out of order

Signed by:

Date:

Comments:

VMLT2027

EQUIPMENT
INSPECTION
RECORD

Job Ref:

Hazard & Warning Symbols

Emergency Tel No:

Location


Date Of
Inspection

Next Test
Date

Comments:

Authorised by:

VMLT2028



DANGER

EQUIPMENT
LOCKED OUT


THIS TAG & LOCK CAN
ONLY BE REMOVED BY

Name:

Dept:

Tel:

VMLT2029



DANGER

EQUIPMENT
LOCKED OUT

THIS TAG & LOCK CAN
ONLY BE REMOVED BY

Name:

Dept:

Tel:

VMLT2030



DANGER

EQUIPMENT
LOCKED OUT

THIS TAG & LOCK CAN
ONLY BE REMOVED BY

Name:

Dept:

Tel:

VMLT2031



DANGER

EQUIPMENT
LOCKED OUT

THIS TAG & LOCK CAN
ONLY BE REMOVED BY

Name:

Dept:

Tel:

VMLT2032


LADDER
INSPECTION
RECORD

Job Ref:

Date

Signed

VMLT2033



DANGER

LOCK OUT
BEFORE
OPERATION


VMLT2034



DANGER

LOCK OUT
BEFORE
OPERATION

VMLT2035



DANGER

LOCK OUT
THIS MACHINE
BEFORE
ATTEMPTING
ANY REPAIRS

Signed:

Date:

VMLT2036


DANGER
LOCK OUT
THIS MACHINE
BEFORE
ATTEMPTING
ANY REPAIRS
Signed: _____
Date: _____

VMLT2037


DANGER
LOCKED OUT
DO NOT OPERATE
This lock/tag may
only be removed by:
Name: _____
Date: _____
Tel: _____

VMLT2038


DANGER
LOCKED OUT
DO NOT OPERATE
This lock/tag may
only be removed by:
Name: _____
Date: _____
Tel: _____

VMLT2039


DANGER
LOCKED OUT
DO NOT OPERATE
This lock/tag may
only be removed by:
Name: _____
Date: _____
Tel: _____

VMLT2040



12


DANGER
LOCKED OUT
DO NOT OPERATE
This lock/tag may
only be removed by:
Name: _____
Date: _____
Tel: _____

VMLT2041


DANGER
EQUIPMENT
LOCKED OUT
TO PROTECT
WORKERS
REPAIRING
MACHINE
Signed: _____
Date: _____

VMLT2042


DANGER
EQUIPMENT
LOCKED OUT
TO PROTECT
WORKERS
REPAIRING
MACHINE
Signed: _____
Date: _____

VMLT2043


CAUTION
Machinery locked
out for maintenance ☐
Comments:

Authorised by:

VMLT2044


CAUTION
Machinery locked
out for maintenance
Comments:

Authorised by:

VMLT2045


Passed Safety
Comments:


Signed: _____
Date: _____

VMLT2046


Passed Safety
Comments:

Signed: _____
Date: _____

VMLT2047


Passed Safety
Comments:

Signed: _____
Date: _____

VMLT2048


Passed Safety
Comments:

Signed: _____
Date: _____

VMLT2049

Repair Status

Comments:

Signed: _____

Date: _____

VMLT2050

Repair Status

Comments:

Signed: _____

Date: _____

VMLT2051

Repair Status

Comments:

Signed: _____

Date: _____

VMLT2052

Repair Status

Comments:

Signed: _____

Date: _____

VMLT2053



Safe to operate

Do not operate

VMLT2054

Safe to use

Do not use

VMLT2055

SPECIAL INSTRUCTIONS

REMARKS _____

Signed: _____ Date: _____

VMLT2056

DANGER

THIS TAG & LOCK
TO BE REMOVED
ONLY BY
PERSON SHOWN
ON BACK

VMLT2057

DANGER

THIS TAG & LOCK
TO BE REMOVED
ONLY BY
PERSON SHOWN
ON BACK

VMLT2058

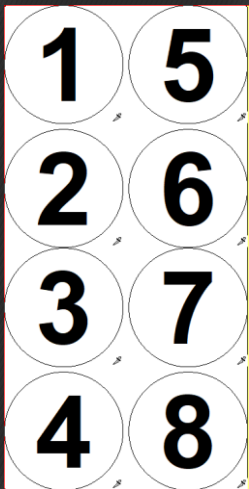
VALVE OPEN

VALVE CLOSED

VMLT2059

Visual Management

- Numbering & Quantities



VMNQ2001



VMNQ2002



VMNQ2003



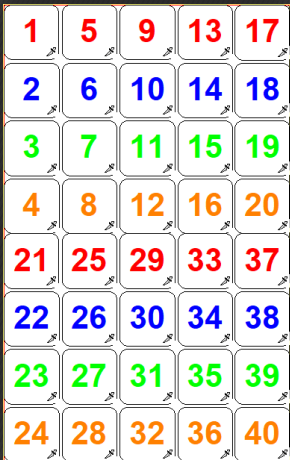
VMNQ2004



VMNQ2005



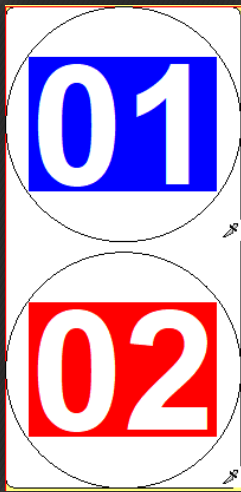
VMNQ2006



VMNQ2007



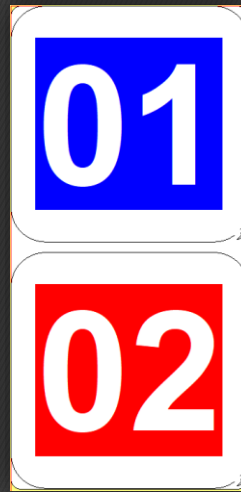
VMNQ2008



VMNQ2009



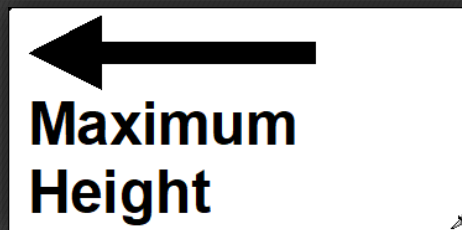
VMNQ2010



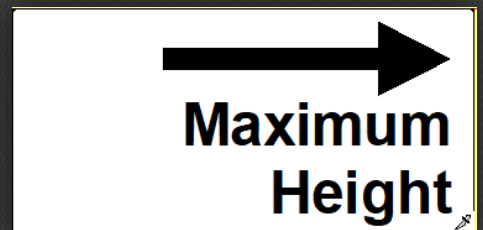
VMNQ2011



VMNQ2012



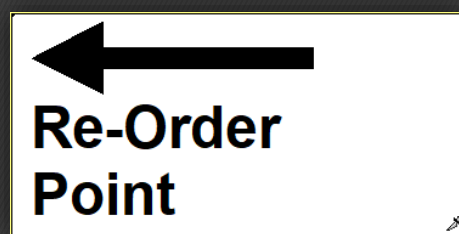
VMNQ2013



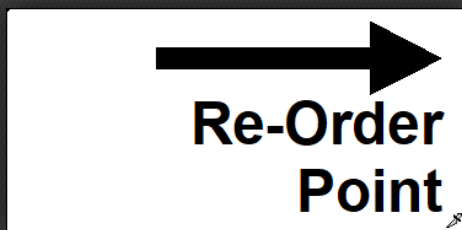
VMNQ2014



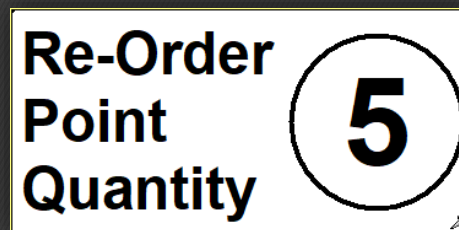
VMNQ2015



VMNQ2016



VMNQ2017



VMNQ2018