

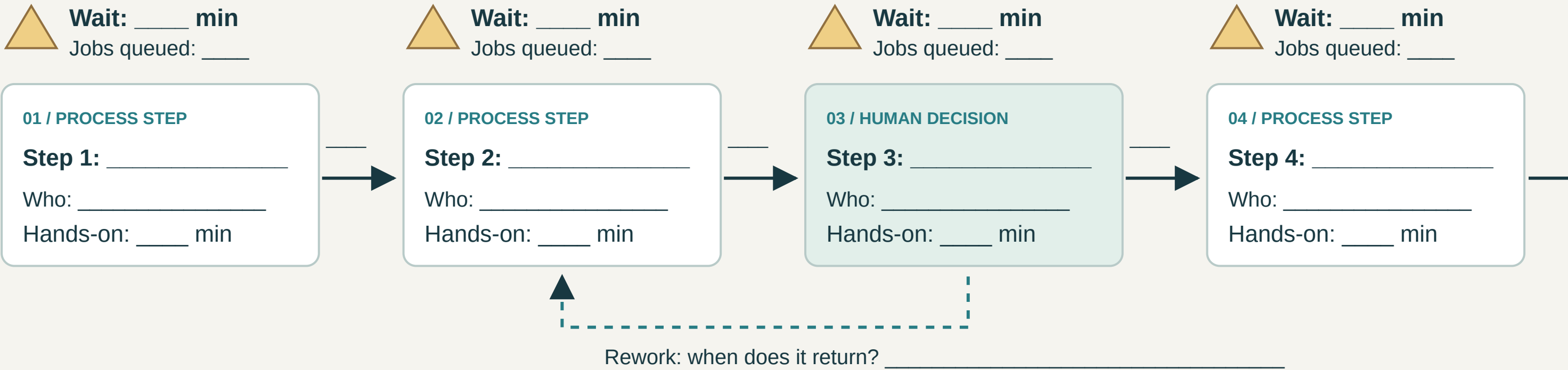
Value stream mapping template

BLANK MAP · Draw today's work, then use a second copy for the proposed flow.

Job: _____ Map: current / proposed Date: _____ · Unit: minutes



FOLLOW ONE JOB · Waiting is recorded before each step. Put handovers on the arrows.



TIME SUMMARY / ONE SEQUENTIAL JOB

_____ min
Hands-on work

_____ min
Waiting before steps

_____ min
Total elapsed

Add the times above. Count any repeat work and extra waiting once.

NEXT CHANGE / OWNER / REVIEW

Action: _____

Owner: _____

Review date and evidence: _____

A service-work starter. Hands-on work is not automatically value-adding. Do not add overlapping times as if they were sequential.

Queue counts are separate observations, not a multiplier for this job's waiting time. Record repeat work when it occurs.