

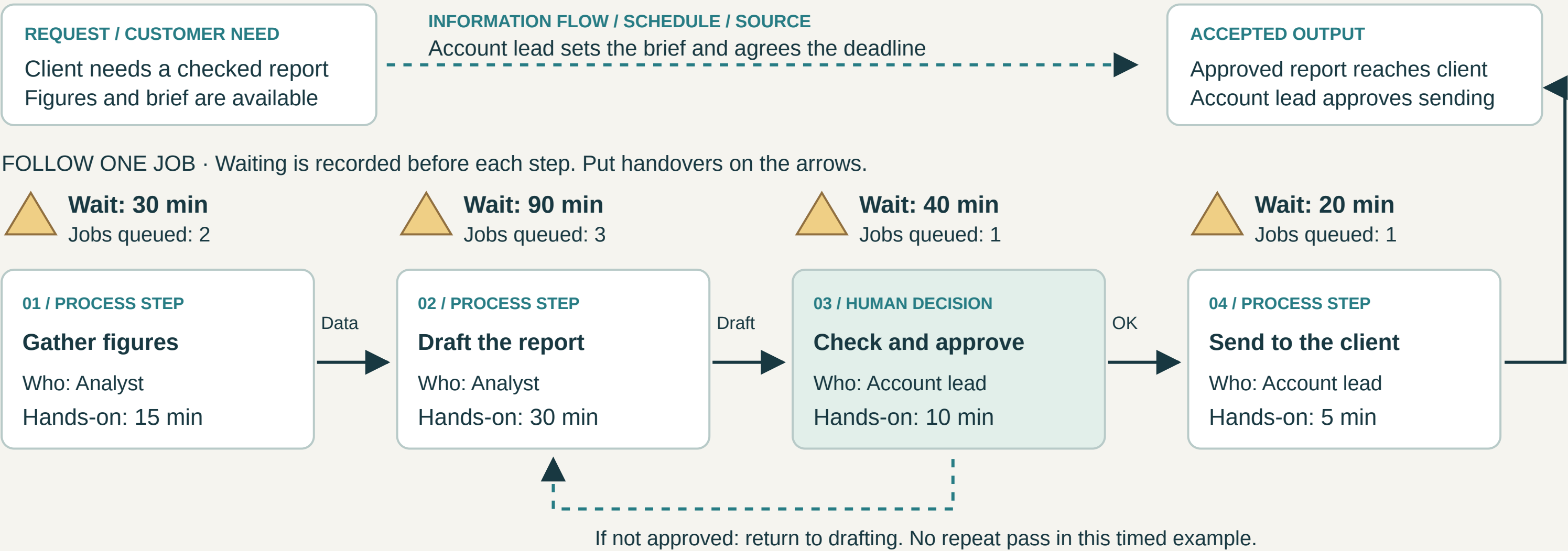
Value stream mapping template

COMPLETED EXAMPLE · All records, times and decisions are invented.

Job: one client report

Map: current state

Date: illustrative · Unit: minutes



TIME SUMMARY / ONE SEQUENTIAL JOB			NEXT CHANGE / OWNER / REVIEW	
60 min	180 min	240 min	Test a set review slot. Owner: account lead.	
Hands-on work	Waiting before steps	Total elapsed	Keep approval. Measure waiting and rework.	
15 + 30 + 10 + 5 = 60 work · 30 + 90 + 40 + 20 = 180 wait			Review after the next five reports. No gain assumed.	

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.