

## TO BECOMING WORLD-CLASS

- **1. SORT:**
- 2. SET IN ORDER: A place for everything & everything in its place.
- 3. SHINE: Are you "Tour Ready"? Clean & clear work areas, highlight problems.
- 4. STANDARDIZE: Make best practice, standard practice.
- 5. SUSTAIN: Keep improving. Your competition is.



Remove unnecessary items. Only what is needed, when it's needed.