

A3

One page. One problem. The whole story.

LEAN DAY TOOLKIT

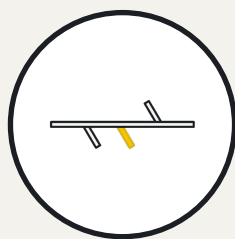


Background, current condition, target, root cause, countermeasures, plan, follow-up - seven boxes on a single page. If the story does not fit on one page, the problem is not understood yet.



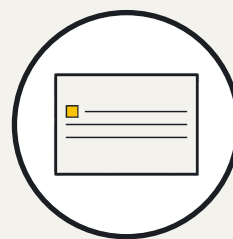
THE STORY

Left side - what is true now



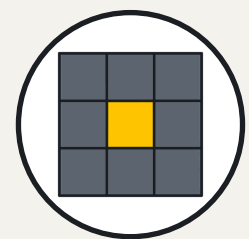
THE CAUSE

Pull the why-chain in



THE PLAN

Right side - what changes, who, when



FOLLOW UP

Did it work? Say so on the page

FACTS, NOT OPINIONS

The current condition is measured, photographed, dated.

ONE PAGE IS THE DISCIPLINE

The constraint forces the thinking. An appendix is a confession.

COUNTERMEASURES, OWNED

Write the plan as task - owner - date. Every line becomes a tracked action carrying its name.

CLOSE THE LOOP

The follow-up box is why an A3 beats a slide deck - it comes back to check.

If it will not fit on one page, you do not understand it yet.