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# Value Stream Mapping Template

## What is Value Stream Mapping Template?

Value Stream Mapping (VSM) is a powerful tool used in Lean manufacturing and business process improvement to visualize and analyze the flow of materials, information, and activities within an organization. The Value Stream Mapping template is a standardized framework that guides the mapping process by providing a structure for identifying and analyzing the value stream.

A typical Value Stream Mapping template consists of the following elements:

1. **Value Stream Name:** A brief description of the value stream being mapped.
2. **Process Steps:** A list of individual steps or activities within the value stream, including tasks, processes, and operations.
3. **Material Flow:** An arrow representing the flow of materials from one process step to another.
4. **Information Flow:** An arrow representing the flow of information (e.g., orders, inventory levels, production schedules) between process steps.
5. **Value Added Activities\*\* (VAA): Process steps that add value to the product or service by creating something of unique benefit to the customer.** - Non-Value Added Activities\*\* (NVA): Process steps that do not add value to the product or service and can be eliminated, simplified, or improved.
6. **Waste:** Areas where waste is generated, such as overproduction, transportation, inventory, motion, waiting, overprocessing, and defects.
7. **Takt Time:** The available time in which a process must be completed, usually measured in cycles per hour (cpm).
8. **Cycle Time:** The actual time required to complete each process step or activity.
9. **Lead Time:** The total time from order receipt to delivery of the finished product.

By using this template, organizations can:

1. Identify and eliminate non-value-added activities
2. Improve flow and reduce waste
3. Optimize processes for efficiency and productivity
4. Enhance customer satisfaction through faster lead times and improved quality
5. Streamline information flows and communication

The Value Stream Mapping template is a powerful tool for process improvement, enabling organizations to visualize the value stream, identify areas for improvement, and create action plans to drive business results.

Here's an example of what a completed Value Stream Mapping template might look like:

**Value Stream Name:\*\* Production of Widget A**  
**Process Steps: - Raw material receipt - Cutting and machining - Assembly - Quality control - Packaging and shipping**  
**Material Flow:\*\***

- Raw materials → Cutting and machining → Assembly → Quality control → Packaging and shipping

**Information Flow:\*\*\* Order receipt → Production scheduling → Inventory management → Quality control reports** Value Added Activities: - **Cutting and machining - Assembly - Quality control** Non-Value Added Activities: - **Waiting for raw materials to arrive - Idle time during production runs - Manual data entry for inventory tracking** Waste:\*\*

- Overproduction of raw materials
- Transportation of goods between departments
- Defects in the finished product

By using this template, organizations can identify areas for improvement and create a plan to eliminate waste, reduce lead times, and improve overall efficiency.

I hope this helps! Let me know if you have any further questions.

lean, manufacturing, business, process, improvement, vsm, template, workflow, acronyms, value, stream, mapping, waste, elimination, productivity, efficiency, quality, control, lead, time, takt, cycle, information, flow, material, flow, production, scheduling, inventory, management, defects, overproduction, transportation, idle, time, manual, data, entry, raw, materials, cutting, machining, assembly, packaging, shipping, order, receipt, production, scheduling, inventory, tracking, finished, product

# Value Stream Mapping Template

**Project Name:** \_\_\_\_

**Date:**

**Team Members:** \_\_\_\_

## Value Stream Map

### Current State Map

1.	_____		___		__		__		__		_____
2.	_____		___		__		__		__		_____
3.	_____		___		__		__		__		_____
4.	_____		___		__		__		__		_____
5.	_____		___		__		__		__		_____
6.	_____		___		__		__		__		_____

### Future State Map

1.	_____		_____		_____		_____		_____		_____
2.	_____		_____		_____		_____		_____		_____
3.	_____		_____		_____		_____		_____		_____
4.	_____		_____		_____		_____		_____		_____
5.	_____		_____		_____		_____		_____		_____
6.	_____		_____		_____		_____		_____		_____

### Key Performance Indicators (KPIs)

- Cycle Time: \_\_\_\_\_
- Lead Time: \_\_\_\_\_
- WIP Level: \_\_\_\_\_
- Value-Added Ratio: \_\_\_\_\_

### Opportunities for Improvement

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

### Action Plan

Action Item	Owner	Due Date	Status	----- *	-----	-----
1. _____	__	__	<b>Not Started</b>		2. _____	__   __   <b>Not Started</b>
_____	__	__	<b>Not Started</b>		3. _____	__   __   <b>Not Started</b>
_____	__	__	<b>Not Started</b>		4. _____	__   __   <b>Not Started</b>

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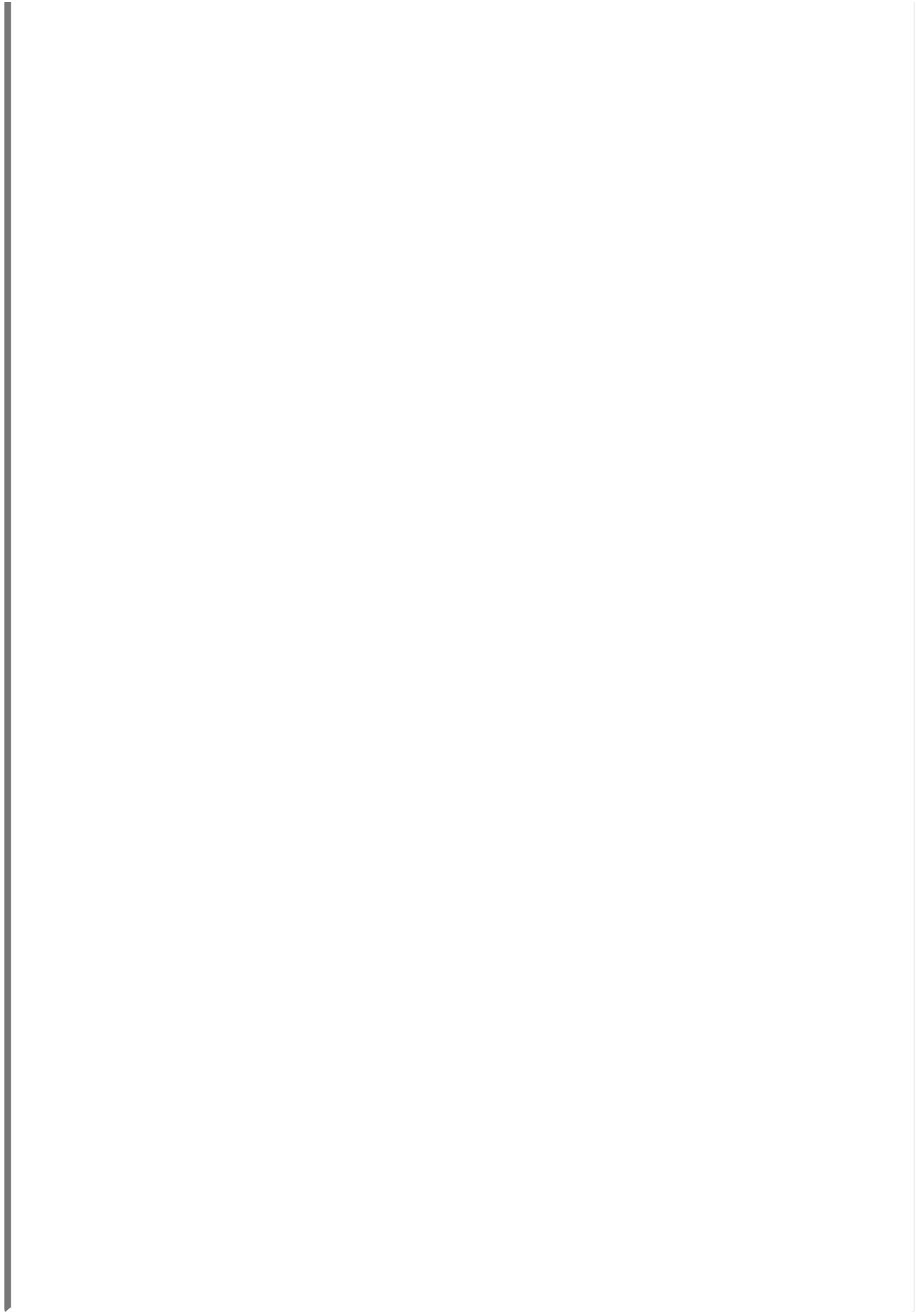
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