
SIRIM STANDARD



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Lean management - Part 1: Requirements for key activities (First revision)

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Contents

	Page
Foreword.....	ii
0 Introduction	1
1 Scope	2
2 Normative references	2
3 Terms and definitions	2
4 Principles.....	6
5 General requirements.....	7
6 Leadership and commitment	8
7 Optimisation of cost and revenue	10
8 Concepts, tools and techniques.....	11
9 Level of implementation.....	11
Annex A Lean concepts, tools and techniques.....	15
Bibliography	24

SIRIM 12:2023

Foreword

This SIRIM Standard was developed by the Project Committee on Lean Management established by SIRIM Berhad.

This standard was developed with the following objectives:

- a) to provide common and structured understanding on lean management;
- b) to specify the requirements for key activities for an organisation to implement lean management; and
- c) to describe the level of implementation as benchmark towards providing value creation to the interested parties.

This standard is part of the standards on lean management as listed below:

Lean management - Part 1: Requirements for key activities

Lean management - Part 2: Competency requirements for lean personnel

Major modifications in this revision are as follows:

- a) inclusion of a statement to relate lean management with i4.0 and ESG in the introduction;
- b) inclusion on new definition for SWOT analysis;
- c) amendment on definition for visual control and visualisation;
- d) amendment on Clause 5, General requirements;
- e) inclusion on recommendation for establishment of technology plan in sub-clause 7.3;
- f) amendment on Table 1; and
- g) re-arrangement of Annex A accordingly.

This SIRIM Standard cancels and replaces SIRIM 12:2017, *Lean management - Part 1: Requirements for key activities*.

This standard will be subjected to review to reflect current needs and conditions. Users and other interested parties may submit comments on the contents of this standard for consideration into future versions.

For the purposes of this standard, the following ISO definitions have been adopted regarding verbal forms for the expression of provisions:

- a) “shall” indicates an auditable requirement: it is used to indicate requirements strictly to be followed in order to conform to the document and from which no deviation is permitted;
- b) “should” indicates a recommendation: it is used to indicate that among several possibilities one is recommended as particularly suitable, without mentioning or excluding others, or that a certain course of action is preferred but not necessarily required, or that (in the negative form) a certain possibility or course of action is deprecated but not prohibited;
- c) “may” indicates a permission: it is used to indicate a course of action permissible within the limits of the document; and
- d) “can” indicates a possibility or a capability: it is used for statements of possibility and capability, whether material, physical or causal.

Compliance with this standard does not by itself grant immunity from legal obligations.