Fictional example · AI draft

Recurring bottleneck worksheet

Your input

Which process is the bottleneck in?	Processing web shop orders
What keeps going wrong?	Orders that come in after 2 pm often only ship the next day, although we promise same-day delivery.
How often does it happen, and what does it cost?	About three times a week, each time with twenty to thirty orders.
What do you think the cause is?	We think the 2.30 pm picking round starts too late.
Who owns the process?	The warehouse team leader.

Proposed approach

The bottleneck in one sentence

Orders placed after 2 pm ship a day late a few times a week, although same-day delivery is promised.

Possible causes

The time of the last picking round, or the time between packing and carrier collection. Compare each day when the last orders were picked and when the carrier arrived.

What to measure

Each day: the number of orders after 2 pm, the time of the last picking round and the collection time.

> First improvement to test
>
> Start the last picking round at 2.15 pm for two weeks and see whether fewer orders are left behind.

Agreement with the owner

Agree with the warehouse team leader who tracks the data, and review it together after two weeks.

Check first

Your input doesn't say whether the carrier has fixed collection times. Find out, because that determines how much room there is.

This is an AI draft based on your input. AI hasn't looked anything up or checked anything. Review it before you use it.