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| 配  布  先 |  | |  | |  |  | |  |  |  |  |  |  |  |  |  |  |  |  | | |  |  | | | |
|  | | | 発行№ |  | | | |
| 打合せ議事録 | | | | | | | | | | | | | | | | | | | | | |  | | | | |
| 議題 | | | | 渋谷先生　第5回　勉強会 | | | | | | | | | | | | | | | | | | | | | | |
| 日時 | | | | 2022年9月22日　100：05　～　12：00 | | | | | | | | | | | | | | | | 場所 | 会津工場　会議室 | | | | | |
| 出席者 | | 講師　渋谷潤様 | | | | | | | | | | | | | | | | | | | | | 承　認 | | 確　認 | |
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| 日東ユメックス㈱ | | | | | | | | | | | | | | | | | | | | |
| 山口課長 | | | | | | | | | | | | | | | | | | | | |
| 柴係長　室井さん | | | | | | | | | | | | | | | | | | | | |
| 遠藤 | | | | | | | | | | | | | | | | | | | | | 作成 | 遠藤 | | |
| № | | 項目 | | | | | 内　　　　　容 | | | | | | | | | | | | | | | | | 担当 | | 期限 |
|  | |  | | | | | 約２ヶ月ぶりの勉強会となり、前回問題点の結果を報告しました。 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | |  | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | ・仕上げ室の改善 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 品物の置き場の改善、作業者場所の改善、朝礼の進め方 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | を資料を基に説明をしました。 | | | | | | | | | | | | | | | | | 山口 | |  |
|  | |  | | | | | 置き場の設定、レイアウトの変更を行いました。 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 感想として、全員同じ方向を向いているので見た目は良くなった。 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 前より狭くなり、物の移動が難しくなった。小さいテーブルは | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 作業効率が悪い。朝礼は月・水・金　週3回行っている。 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 全員参加で前よりは良くなった。 | | | | | | | | | | | | | | | | |  | |  |
|  | |  | | | | | 継続して良くなった点、悪くなった点を確認して行く | | | | | | | | | | | | | | | | | 室井 | |  |
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