LEAD TIME REDUCTION IN SME BY USING VALUE STREAM MAPPING (VSM) TECHNIQUE

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LIST OF ABBREVIATIONS

Availability time	The time a production line is available for production. Measured in seconds and does not include planned downtime like lunch periods and breaks.
Changeover (C/O)	The time from when the last good piece comes off of a machine or process until the first good piece of the next product is made.
Cycle time (C/T)	The actual time it takes to perform a task and forward it to the next step.
Kaizen	Taken from the Japanese words kai and zen, where kai means change and zen means good. The popular meaning is continual improvement of all areas of a company not just quality.
Lead Time	The total amount of time between the recognition of a required task, operation or process and its completion.
Setup Time	The total time required to change settings and tooling from one production run to another.
Uptime (U/T)	The percentage of time that a piece of equipment works properly when the operator uses it for the prescribed task.