# Standardized Work Layout

| Part # | From: | Date ____ / ____/ |
|---|---|---|
| Description | To: | Team Member |
| Required Qty/ Shift | Takt Time | Cycle Time |

**Key:** Quality Check ◇ | Safety Precaution ✚ | Standard Work in Process ▨

GBMP everybody • everyday

| Safety Points | |
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| Quality Points | |
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