

# GETTING ORGANIZED, RIGHT STORAGE FOR THE JOB

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## Kennedy Manufacturing

- *Organizational Effectiveness*
- *Tool Storage Role within Lean and 5S Project Discipline*
- *Right Storage for your Assets*
- *Getting the Maximum Storage for your Dollar*

## KENNEDY CAN PROVIDE THE EXPERTISE

When it comes to organizing your company's assets, including tools, instrumentation, and other critical operational items, effectiveness is driven through aligned discipline. Discipline is achieved by implementing structured guidelines and getting employees to adopt them as part of their daily habits. For instance, management may implement a steel-toe safety program but until discipline is achieved, i.e. factory associates consistently wear

steel-toed boots and shoes, effectiveness is not realized. Tool storage effectiveness is no different. It can only be realized when structure is implemented and discipline is achieved. To implement structure, you first need to identify the right product for each storage need. An understanding of the type of asset being stored, how often it's needed, and what level of mobility and security it requires, is critical to this process. Kennedy has

been manufacturing modular cabinets, tool boxes, machinists chests and other storage items for over 105 years. This longevity has allowed its Sales team to become adept with this process. No one better understands Kennedy's products, their features and benefits, and how they fit into your project or application. Kennedy welcomes the opportunity to work with you and your team in taking this critical first step towards realizing overall storage



*Versa Shop from Kennedy—Versatility by drawers, tool-boards & shelving for your 5S Solution*

## KENNEDY'S VALUE PROPOSITION

Kennedy has the industry leading breadth and depth of products that provide our customers the flexibility in developing their customized storage solution. By providing the customer with customized color configuration, drawer configuration and drawer organization, this ensures them the assets being stored are in fact stored in their perspective respective proper place and without leftover space; more importantly that there is enough space. We are the brand leader in the Industrial space, our customers have come to know us over the years, they trust us because they know when they buy a Kennedy, it is built right and built for life.



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## GETTING ORGANIZED, RIGHT STORAGE FOR THE JOB

### PROCESS FOR A SOLUTION—SORT PHASE 1

Kennedy sees it time and time again, customers teetering on frustration because they tend to get ahead of themselves. Like putting the cart before the horse, their storage solution has gone awry. Most often we hear from our customers stating, “I have a 20’ X 20’ space and need to fill it with storage.” They call Kennedy to provide an assessment of their storage problem, but the area has not been sorted and it’s just not clear what they are try-

ing to store. For this very reason, the 5S module has SORT first in the process. You need to know what you have by sorting items to stay, move or remove from the area. Once that’s complete, we then recommend a second sorting phase. The idea is to break down by size — “extra-small”, “small”, “medium”, “large”, and “extra-large”. Once this has been accomplished, your Kennedy representative can then fully assess your storage

needs, start to identify the right storage for your needs, and make recommendations on size of cabinets, drawers, and drawer partitions. This is key; don’t over or under build out your workplace. This is a very critical step in making sure you stay within budget.



*Time to get rid of the mess*

*In simplest terms “a place for everything and everything in its place”.*

### SET IN ORDER—PHASE 2

Now Kennedy can determine the appropriate storage for the project. It is about getting the right layout to store your items. Making sure that the total assessment is completed with the team that is in place that is accountable for completing this project. Going through all of the items and finalizing the “initial” layout is critical. Remember, you can always add storage. This enables the customer to not over spend or over develop the project area. In simplest terms, “a place for everything

and everything in its place”. “Why”, you may ask? This helps with work flow, accessibility and making it easy for your employees to do their jobs without wasting time and resources. Therefore increasing productivity and saving money. In order for the project to be successful, the “Set In Order” area must stay as it was organized like it was within the first days of set up. Keeping this area neat and clean consistently is of utmost importance. You are creating a “habit”. And once

a habit is established, the less likely the failure to resort back to unorganized chaos. Should you retreat to the former ways, you have successfully wasted valuable time and money. This is not a one time event, it is a journey to assure that things stay consistent and sustained over time. Leadership will be required to change mindset.



*Keeping the area clean and neat provides better worker performance.*

### SHINE—PHASE 3

Keeping the area clean from dirt grime and excess stuff being “dumped” or not placed back in their appropriate resting space is the next step. It has been determined that the cleaner the workspace is, the less LTA (loss time accidents) to occur—saving time and money but most importantly keeping your workers safe.

When in place, anyone not familiar to the environment must be able to detect any problems within 50 feet in 5

seconds. This is a great platform for discipline that should be put in place for any facility. Great house-keeping has been determined to save customers time and money through “taking pride” in your workspace which transforms to the finished product.

It is extremely critical that your employees need to be able to find their tools to get the job done. Having it an uncluttered workspace will

give them the ability to efficiently and effectively complete their tasks needed to produce a high quality finished product.

Another great way to sell your product is to have your customers visit your facility to show off your capabilities. Having your workspace clean, neat and orderly will bring accolades from them, which will turn into positive sales growth.

## STANDARDIZE—PHASE 4



*Alignment and commitment to drive standardization on-going is critical within the process.*

Standardization is a critical phase with the need for a high level of discipline and a commitment from management and leadership to develop those standards by use areas, work cells, and every place where productivity is critical to operations. Although, I would not stop at these areas as every action needs standards. For instance, the area of housekeeping—overall cleanliness of every facility is necessary for a safe work environment. Upholding to these standards en-

sure your organization the quality controls needed to drive customer acceptance, with less defects and returns, therefore saving money for the organization. These standards also aid with ensuring you provide excellent customer delivery. On time shipments obtain the positive scorecards needed from your customers, driving an overall and sustainable, profitable sales growth.

This takes a coordinated effort from all employees.

Leaders are also accountable to ensure that the strategy is developed and makes a total commitment to include monetary, physical and human resources. This culture has to be embedded to drive results. This should not be considered an event; it should be treated as a journey that will take time, with the need for executional excellence.

## SUSTAIN—PHASE 5

As we have tackled the critical components within the process, the last is the most important, Sustain. It is equally important to have consistency through a high level of commitment to guarantee that all aspects of the process are developed and stay in place. Through these efforts the company will stay productive indefinitely. All companies should develop an audit process that ensures

the processes are reviewed to include the ability to adjust and make necessary changes to bring upgrades that help the organization show continuous improvement.

Leadership should assign a person in charge for training, and hold them accountable in the development of an ongoing program that helps drive people and process development.

## eKENTROL SECURITY BY KENNEDY

This new product provides the customer with the ability to control user access to some of their most valuable assets. By managing and monitoring these tools, instruments, gauges, & parts, the customer will have the ability to administer several options for managing access. With the Lockview® software you can assign an administrator that can provide reports, management of users, time monitoring, auto updates and historical

access data. Kennedy has two sizes, 29" wide or 39" wide in either a mobile or stationary footprint equipped with our IDL, "individual drawer lock and unlock" system or our standard "all drawer lock and unlock" cabinets. With this system, you can drive the compliance of keeping everything in its place and secured.

*"all drawer lock and unlock" or "individual drawer lock and unlock"*



*More than control, complete access management & peace of mind.*





# HDS

## HIGH DENSITY STORAGE

- Maximum Square and Cubic Inch Capacity
- Easy Access and Easy Reach
- Organized Drawer Storage
- Less Time Searching for the Right Tool

*Less Time and More Space—Saves Money*



All Kennedy® tool cabinets are made in the US with industrial grade materials.



All Kennedy® tool and storage cabinets come with a Limited Lifetime Guarantee.



Kennedy® tool and storage cabinets are easily customized to suit your needs.

## TOTAL SOLUTION

We pride ourselves in providing quality and engineering controls to develop systems that meet and exceed our customer's expectations. You can customize every department in your facility by mixing and matching Kennedy products.

Having the leading breadth and depth of tool storage products in the industry, Kennedy not only provides a complete storage solution, but provides an American made product that has been serving the industry for 105 years. Kennedy has more cubic inch storage capacity, higher load capacity and low cost of ownership. With 40 plus colors and over 300 pre-configured cabinet solutions from mobile

to stationary, we are confident that we will achieve a 5S solution for you. All of our products are made of Industrial Grade Materials therefore giving you the confidence that when you purchase a Kennedy Product that it will last for a long time. And yes, we do back it up with a Limited Lifetime Warranty. We take pride in knowing that we are keeping the total cost of ownership down for our customers and provide a solution that meets their needs for years to come.



*Utilizing Kennedy VTC Series of Metal Tool Boards provide great access with visualization and organizational effectiveness*