



TPM CIRCLE NO: 1	ACTIVITY	KK	QM	PM	JH	SHE	OT	DM	E&T
TPM CIRCLE NAME:	LOSS NO. / STEP								
DEPT: Information Technology	RESULT AREA	P	Q	DEF:- A	C	D	S	M	

KAIZEN IDEA SHEET
F/IMS/05

CELL: Stores **CELL NAME:** Stores Mail ID **MACHINE / STAGE:** Mail Id **OPERATION:** Common Mail Id for Stores

KAIZEN THEME: To Reduce the cost of E-mail Id License cost for stores Dept.

WIDELY/DEEPLY:

PRESENT STATUS : Previously We are creating Individual mail id for each staff who is working in shifts for same activity. Which cost more for each mail id license

ADVIK -P14			Mail Id Details
SR NO	Name of Employee	Dept.	Mail Id Required
1	Gagan Kumar.G	Stores	1
2	Rakesh Kumar	Stores	1
3	Sachin Kumar Jadhav	Stores	1
Total mail Id Licenses Required			3 Nos.

BEFORE

IDEA: Reduce the cost by creating common mail id for stores staff

COUNTERMEASURE : Presently we have created one common E – Mail Id for Store Users , who is working in shifts for same activity

ADVIK -P14				
SR NO	Name of Employee	Dept.	Common mail Id	Mail Id Used
1	Gagan Kumar.G	Stores	store.p14@advik.co.in	1
2	Rakesh Kumar	Stores		
3	Sachin Kumar Jadhav	Stores		
Total mail Id Licenses Required				1
TOTAL LICENSE SAVINGS FOR THIS DEPT.				2

AFTER

BENCHMARK TARGET	2 /- per year
KAIZEN START	02.03.2017
KAIZEN FINISH	13.03.2017

TEAM MEMBERS:
P.Kumaravadivel, Naresh Patil, Prakash.K

BENEFITS:
1 . Cost Of Mail ID License Reduced & saved

WHY - WHY ANALYSIS :-

- Why1:** Mail Id License Required for each user mail id
- Why2:** Possibility of Three Mail Id for Three Staff members , who is working in Three Different Shift, But same activity .
- Why3:** There Is No Common Mail Id for Stores Dept. completions.

ROOT CAUSE:- Different mail Ids

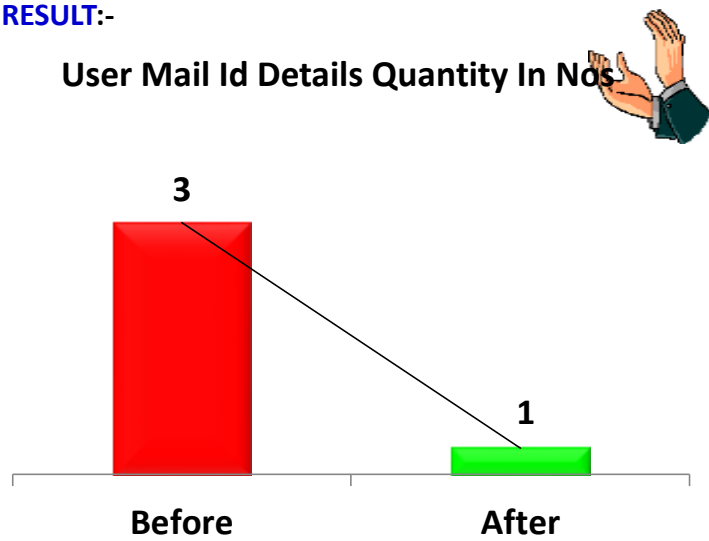
REGISTRATION NO. & DATE: 1588 & 22.03.2017

REGISTERED BY: Mr. P.Kumaravadivel

MANAGER'S SIGN:

RESULT:-

User Mail Id Details Quantity In Nos



KAIZEN SUSTENANCE

WHAT TO DO : One time
HOW TO DO : During Mail Id Creation
FREQUENCY : -- One Time

COST INCURRED FOR MAKING KAIZEN

MATERIAL COST IN RS	LABOUR COST IN RS	TOTAL COST IN RS
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SCOPE & PLAN FOR HORIZONTAL DEPLOYMENT

SR. NO.	CELL	TARGET	RESP.	STATUS
1	-	---	--	Completed