

OpsPilot

Kaizen Module — User Manual

Continuous Improvement That Sticks · AI Engineering Co-Pilot



AI-GENERATED CONTENT · INDEPENDENT VERIFICATION REQUIRED

This manual was produced with AI assistance and is only as good as the information it was given. Every statement, figure, standard reference and conclusion must be independently verified by a competent, suitably qualified person before it is relied upon. It is a draft aid to your judgement — not a finished, authoritative, or certifying document. Professional and legal responsibility for any reliance rests with you and your organisation. See the full Engineering Disclaimer at opsinnovatech.com/engineering-disclaimer.

What this guide covers — what kaizen is, how the OpsPilot module turns a shop-floor observation into a structured improvement that lasts, what to have ready, and the report you receive.

1. What is kaizen?

Kaizen is structured continuous improvement — taking something a person sees every day (waste, a workaround, a frustration) and turning it into a real, sustained change rather than a one-off tidy-up. The hard parts are usually two: getting past incremental tinkering to a change worth making, and making the change stick after the enthusiasm fades. OpsPilot pushes on both.

2. What the OpsPilot module does

Role	Responsibility
AI Coach (OpsPilot)	Guides current-state mapping, waste identification, idea generation and Impact × Ease ranking, and builds a sustainable implementation plan. It challenges incremental thinking and pushes for real improvement.
Improvement Champion (you)	Know the process and the people, and see the waste every day. OpsPilot helps you turn that observation into a structured improvement that sticks.

3. How it works — the guided process

#	Stage	What happens
1	Opportunity & context	The current problem, waste or inefficiency in plain terms.
2	Current state	The process step by step, with the waste identified at each step.
3	Rapid 5-Why	A quick root-cause pass on the core waste.
4	Future state design	Designed to eliminate the waste, not just trim it.
5	Idea generation & ranking	Ideas scored on Impact × Ease so effort goes to the best ones.
6	Implementation plan	Actions with owners and dates.
7	Sustainability	Locking in the new way so it doesn't drift back.

#	Stage	What happens
8	Generate	Unlocks the Word report.

4. What you will be asked — have this ready

- The improvement opportunity — the current problem, waste or inefficiency, in plain terms.
- The current process, step by step, as it really runs (not as the procedure says).
- Who is involved and how the work flows between them.
- Any ideas you already have — OpsPilot will rank them and add others.

5. What you receive — the output

A Kaizen Improvement Report (Word) with the opportunity and context, the current-state map with waste identified, the rapid 5-Why, the future-state design, the ranked ideas (Impact × Ease), the implementation plan with owners and dates, and the sustainability measures.

6. Worked example (illustrative)

A maintenance crew loses time every job walking back to the store for parts they didn't know they'd need. Current-state mapping shows three store trips per job averaging twenty minutes each. The 5-Why lands on the real waste: job kits aren't pre-staged because work orders don't list the likely parts. The future state eliminates the trips rather than speeding them up — pre-kitted parts staged against each planned work order. Ideas are ranked Impact × Ease; pre-kitting scores high on both. Sustainability is the catch that makes kaizen fail or stick: the new way is locked in by building the parts list into the work-order template, so it survives after the improvement event ends.

7. Getting the best result

- **Map the real process.** Describe how the work actually happens, including the workarounds.
- **Eliminate, don't tweak.** Speeding up a wasteful step is not as good as removing it.
- **Rank by Impact × Ease.** Start with the high-impact, easy wins to build momentum.
- **Design for sustainability.** If the new way isn't built into a template or standard, it drifts back.

OpsPilot — AI Engineering Co-Pilot. Learn more at opsinnovatech.com