5S Requirements Sheet

Team Leader: _____ **Date:** / /

No.	Item Required	Select Code: M=Machine, E= Equipment, T= Tools, C= Consumables, R= Raw material, I= Information	Benefits

Machine: Any mechanical device used to manufacture product
Equipment: Tables, benches, etc.
Tool: Any device used to assist in manual or mechanical work
Consumable: Any item, other than raw materials, consumed in the job
Raw Material: Items that make up in the finished product
Information: Information required to perform tasks