Time Observation Sheet

		Takt time		Observer		Leader Review (initial)	
Operation Name		Product Name / #		Observation Date			

Step #	Step Description	Observation Point	Observation Number *(Stopwatch time above dash, task time below)*										Avg Time	Low Time	Adjust-ment	Step Time
			1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*10*				
1																
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	www.Velaction.com ver. 8/3/2009, © 2009	Observed Cycle Time											SW Cycle Time			