

## **Menda Workstation Organizer – Improve Productivity**

There are five primary 5S phases: sorting, straightening, systematic cleaning, standardizing, and sustaining. 5S is the name of a workplace organization method that uses a list of five Japanese words: seiri, seiton, seiso, seiketsu, and shitsuke. Translated into English, they all start with the letter "S". The list describes how to organize a work space for efficiency and effectiveness by identifying and storing the items used, maintaining the area and items, and sustaining the new order. The decision-making process usually comes from a dialogue about standardization, which builds understanding among employees of how they should do the work. 5S is one of the foundations of Lean Manufacturing and must be in place before you can move into other areas.

How to get organized? How to have a place for everything and everything in its place? One important product is the [Menda Workstation Organizers](#).

Ideally the Workstation Organizer should be the exact size desired for your work areas and have the tool openings cut for the tools you have "sorted" and determine that should be kept at the workstation. We can quote to manufacture a custom product for your requirement. Just contact customer service and request a quote.

The economical choice, particularly if only a small quantity is required, is the [Menda 35873 Organizer, Assembly Workstation Only](#).

Another option allows the end user to customize the tool openings using Menda's 35871 Assembly Workstation Organizer With Blank Insert.

Items at an ESD protective workstation should have resistance (conductive or dissipative materials) so that electrostatic charges are removed to ground when in contact with a grounded operator or a grounded ESD mat. Per ESD Handbook ESD TR20.20-20 Sources of Static Electricity section 2.4 "It should be understood that any object, item, material or person could be a source of static electricity in the work environment. Removal of unnecessary nonconductors, replacing nonconductive materials with dissipative or conductive materials and grounding all conductors are the principle methods of controlling static electricity in the workplace, regardless of the activity."

The Menda Workstation Organizers are ideal for improving the organization of the workstation and standardizing the placement of tools which is a key concept of the 5S methodology. Consider a Menda Workstation Organizer, a catalog stock item or a customized organizer.

The dimensions of the [Menda 35873 Organizer, Assembly Workstation Only](#) are: 16 7/8" wide x 8 1/8" deep x 2 3/8" high made from an extruded conductive polypropylene Plastek material, making it ideal to properly set-up and standardize an ESD workstation. Plastek is conductive  $1 \times 10E2 < 1 \times 10E5$  ohms tested per ANSI/ESD STM11.11. The Plastek material provides a reliable path-to-round.

The Menda Workstation Organizer is durable and should provide long life. The high impact polypropylene Plastek is chemical and moisture resistant. It is the economical alternative to injection molded products. Menda Workstation Organizers are shipped unassembled. They are Made in America.