

MSME Operations Health Check - Lite

A quick diagnostic to spot performance leaks without a full audit.

Use this quick check to spot where performance is leaking. Tick what is true today. Total your ticks.

Delivery and planning

- ☐ We have a visible daily or weekly plan and everyone knows today's priority orders.
- ☐ We track on-time dispatch (or OTIF) and review missed deliveries at least monthly.
- ☐ Our current bottleneck is known and actively managed (not guessed).

Quality

- ☐ We track defects or rework at process level (not only at final inspection).
- ☐ The top 3 defect causes are known and have owners and actions.
- ☐ Scrap and rework are measured and trending down (even if slowly).

Cost and waste

- ☐ Changeovers are predictable and improving (time and variability).
- ☐ Excess WIP or inventory is visible and controlled, not hidden in corners.
- ☐ Material, energy, and consumable waste is identified with owners.

Maintenance and reliability

- ☐ Critical machines have planned maintenance routines and basic checks.
- ☐ Breakdown reasons are captured with a short description (not unknown).

People and daily management

- ☐ A daily 10-minute team huddle happens with actions and follow-up.
- ☐ Issues are escalated quickly and decisions are made within 24 hours where possible.
- ☐ Roles and standard work are clear for key steps in the process.

Score: ____ / 14

How to read your score

Score band	What this usually means	Suggested next step
0–4	Operations are unstable. Firefighting is likely the norm and results depend on individuals.	Stabilize basics: daily plan visibility, top defect focus, and a simple daily huddle.
5–9	You have some control, but gaps are causing avoidable delay, rework, and cost.	Pick 1–2 priority leaks and run short improvement cycles (2–4 weeks).
10–14	Good foundations. You can move beyond tools into routines that sustain performance.	Introduce standard work discipline, problem solving, and visual management to scale improvement.

If you want the full diagnostic and an implementation roadmap, ElevateU can run a structured shop-floor assessment and define a 30–90 day improvement plan.