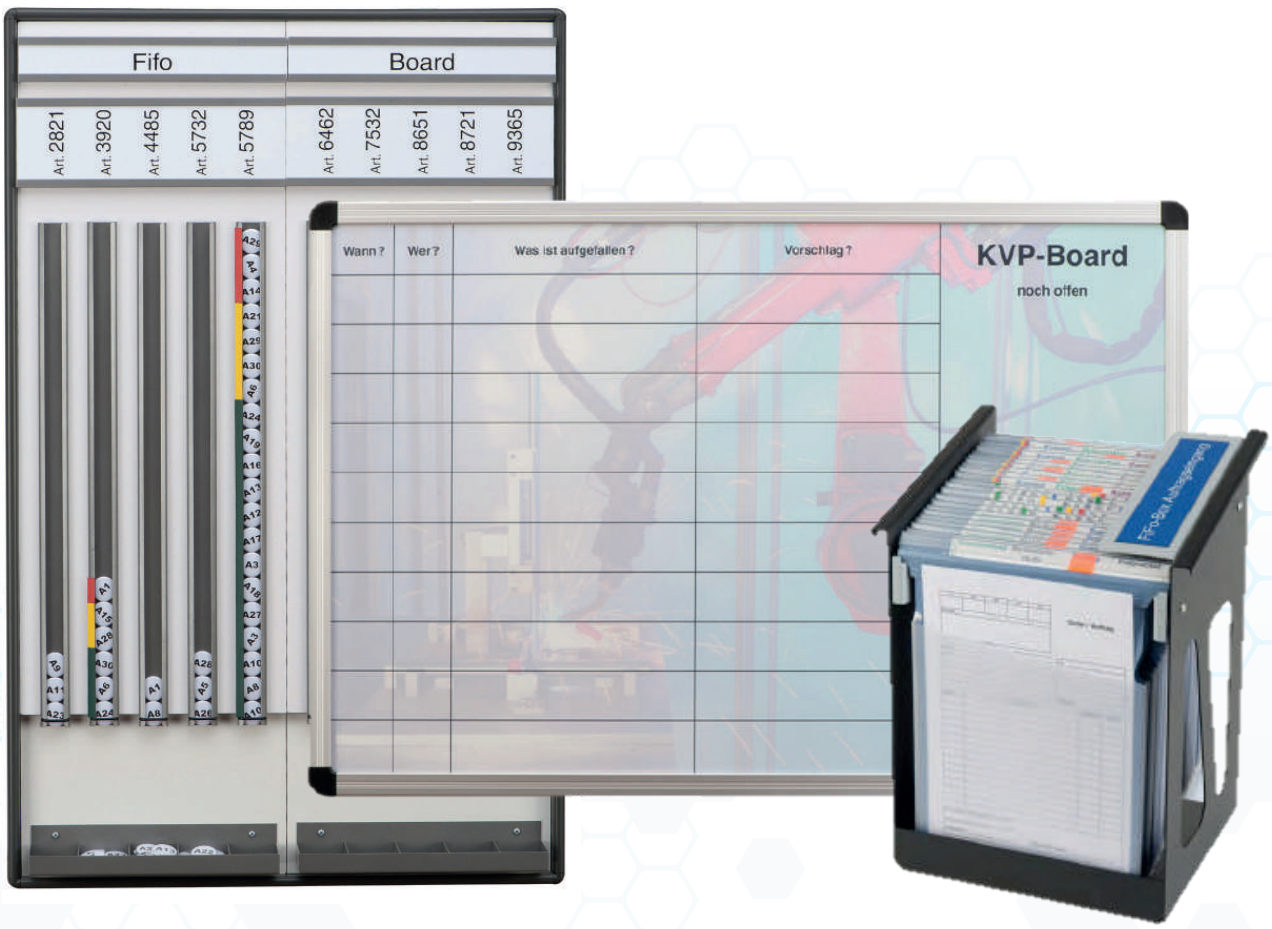
FiFo – up to date and in line with the times



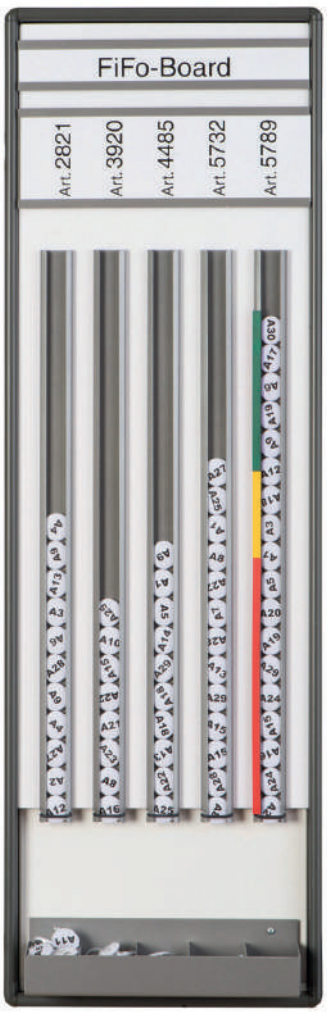
Keeping track of complex processes is still a challenge for organisational experts. In warehouses or when dealing with customer orders, the **FiFo principle** has proven its value. **FiFo** was developed in the striving for **continuous improvement** and means “**First in – First out**“.

In warehouses, **FiFo** prevents “shelf warmers“ from settling down and goods from deteriorating or over-ageing. When processes are worked off, the **FiFo principle** regulates a reasonable sequence in consideration of the incoming orders. This avoids that orders are not processed fast enough and it prevents customers from possibly being annoyed by delays.

The **FiFo principle** is simple and it calls for a simple organisational structure. IT is not always the preferred solution. **FiFo board**, **FiFo box** and **CIP board** offer you a quick access and make processes transparent. In this way, field staff members can operate quickly and keep data up to date in addition to the EDP-aided business process.

Simple, on-site management of stocks with the FiFo board

Despite a high IT penetration, stock-keeping in small-parts or pallet warehouses is often quite chaotic. This means: There is no overview of when which parts were placed in storage. What is more, there is the risk that “shelf-warmers“ settle down in the warehouse. In the best of cases, the oldest parts are always taken out first. With the **FiFo board**, this can be controlled without great effort directly at the storage rack.



„First in – First out“

This is the rule as per the **FiFo principle**. In the ERP (Enterprise Resource Planning) system. This means that when needed for production, those parts in the production are taken out which have been there longest. This process can certainly be controlled by computer. However, especially in small-parts or pallet warehouses, simpler solutions often make more sense. Here, the **FiFo board** comes into operation directly in the warehouse. The **FiFo board** very simply shows the status in the warehouse. When goods arrive. The material handler knows straightaway where they can be stored. When parts are taken out, it is ensured that the oldest items are taken out first.

Example of process:

Article No. 3920 is delivered. The material handler takes a coin with a storage location number from the storage container at the bottom of the FiFo row. He stores the product at the appropriate place and inserts the coin at the top of the FiFo row.

When a part is needed for production, the chip with the oldest part is at the bottom of the FiFo row. The chip and subsequently the part are taken out. The chip then goes back to the storage container, thus indicating a vacant storage location.

Additionally, it is possible to mark the FiFo rows according to the traffic light principle. For this purpose, **magnetic strips** in red, yellow and green indicating the tolerance zones of storage location and material are attached to the board.

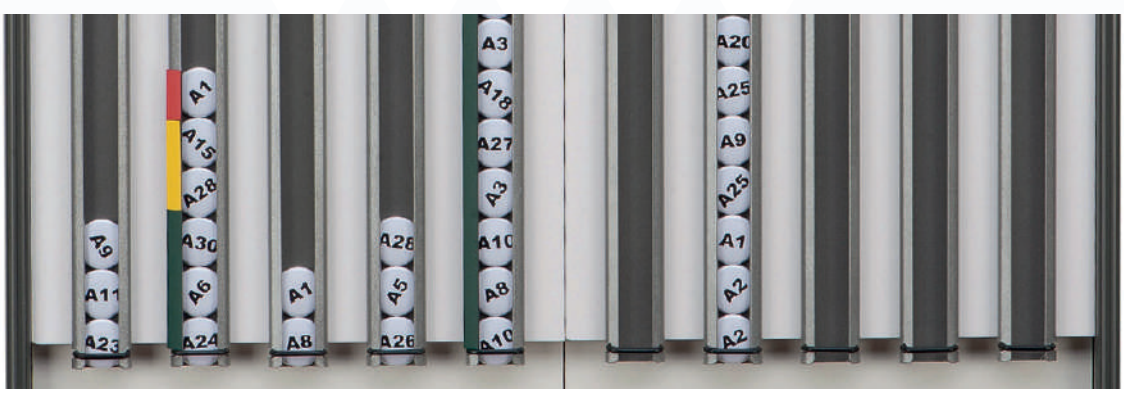


Fig. Detail FiFo row equipped with coins and magnetic strips in traffic light colours – the solution in the small-parts or pallet warehouse.

How the intelligent system works:

The **FiFo board** is equipped with vertical rows which are to be fitted with coins. At the top of the **title text strip**, the item numbers are indicated. On every single coin in turn, the aisles as well as the storage locations are printed.

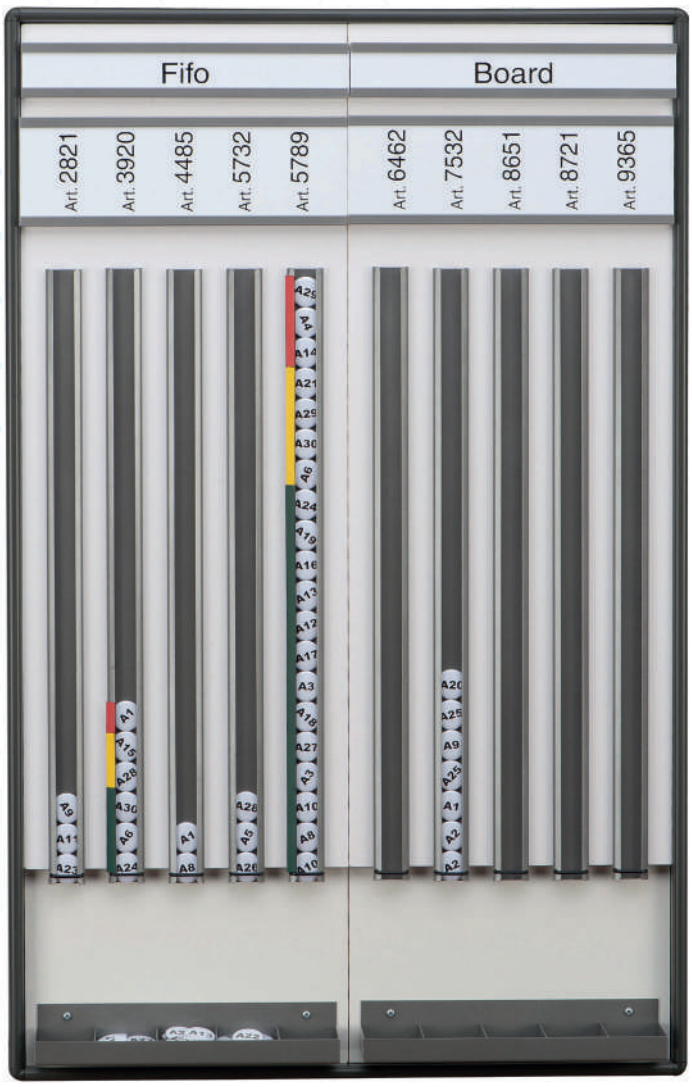
The red zone signalizes when a process has to be checked.

The upper **column text strip** provides information on the production sector, the material group or the costumer. Vertically, the FiFo row is labelled with the article number and optionally with the article short text. This creates a better overview and it can clearly be seen which article it is. In this way, a precise attribution is possible.

The **FiFo board** is available in two heights with a capacity of 20 coins or 40 coins. It is composed of modules. One module is 280 mm wide and has 5 rows. With additional modules and extension elements, the system can be extended to any width.

In practice, the **FiFo board** is used in small-parts as well as pallet warehouses. It can for example be installed at the front edge of the storage racks. In this way, the material handler has direct access and keeps track of the goods stored.

The **FiFo board** provides for transparency in the warehouse. There is no special expert knowledge or further auxiliary means needed. In a concise way, the **FiFo board** helps preventing article obsolence in the warehouse.



INTELLIGENT
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Work organisation with the FiFo box – always in view what is to do

Normally, purchse orders or processes are to be worked off in chronological order. Otherwise, there is a risk that things are procrastinated or get lost. If there is no overview, it may result in a delayed working off and thus in annoyed clients. The coordination of work steps in consideration of time required and priorities can easily and clearly be controlled with the help of the **FiFo box**.

Fig. FiFo Box

FiFo pockets

The **FiFo pockets** provide organization and overview with a capacity of 10 mm.

The **FiFo pockets** have a header bar into which an individually printed scale strip can be inserted.

Manufacturing and administrative processes quickly become more complex. To coordinate these processes while keeping an overview is a challenge that must be mastered. Big tasks can often be illustrated better with simple means than with complex IT systems.

With the **FiFo box**, manifold processes can be shown and controlled temporally both in areas contributing directly and indirectly to the value creation process.

Independent of IT systems, the **FiFo box** gives administrative clerks an overview of current files. In the **FiFo pockets**, the documents are within reach and quickly at hand at any time.

A slightly inclined guideway of the box causes the pockets put in at the back to slide forwards automatically. Thus, the file that is to be dealt with first is always in the front.

Example:

Green = time required 2 hours
Blue = time required 4 hours
Yellow = time required 6 hours
Red = time required several days

The **FiFo signal tabs** (fig. bottom left) are kept in six different colours. They are simply clipped on the transparent guideway of the header bar. The colour of the signal tabs then indicates for example the estimated time required for the processing of a file.

The 4 mm wide signals made of plastic shown below provide for even more significance and detailing. Like the sliding signal, they are inserted into the transparent guideway of the header bar from below.

An additional sliding signal offers further possibilities of marking. The sliding signal can also be used as a status information.

Working on schedule with ease

With the **FiFo box** and the **FiFo pockets**, all processes become transparent. Important information as for example project name, status and anticipated required time for processing can easily be recognized. Coloured index labels allow a rough division according to topics, tasks or clients. Relevant information is included in the pocket and immediately available.

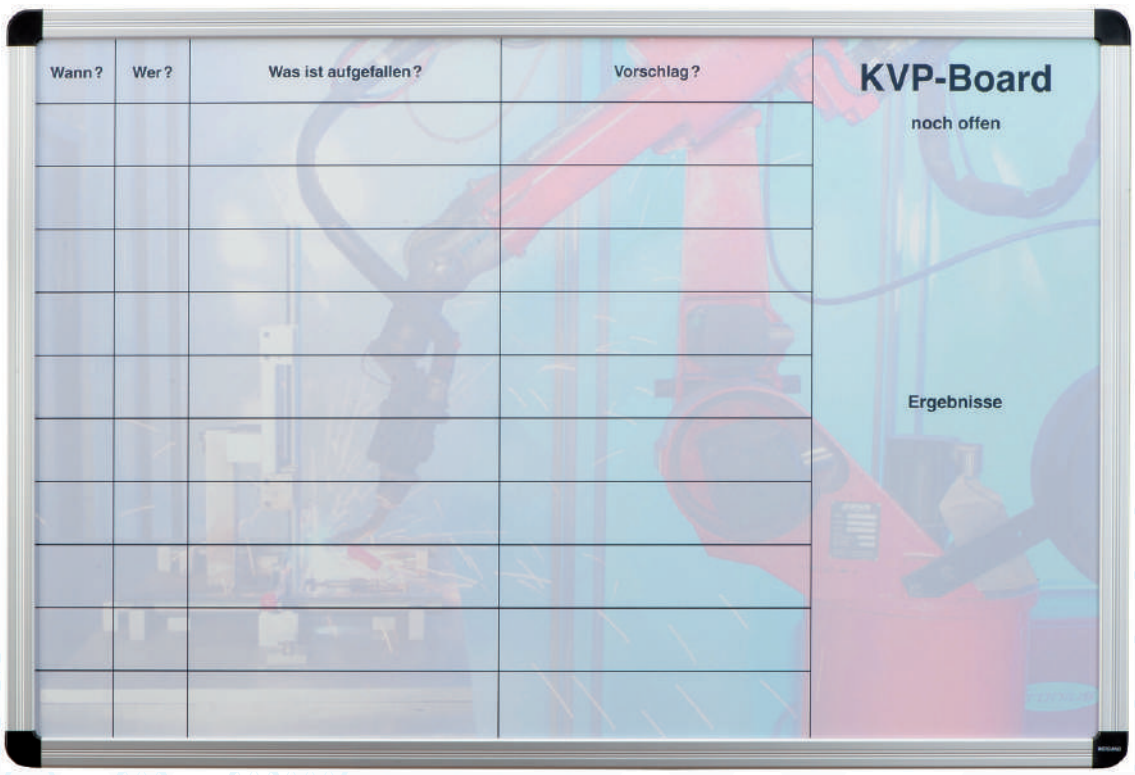
The **FiFo box** is equipped with **FiFo pockets** from behind. For the work process, the pockets can be taken from the front.

The side cover reliably avoids that the **FiFo pockets** are removed accidentally at the back of the box.

The compact format of the **FiFo box** ensured that it suits to any desk and is simply taken along to meetings.

The board for the Continuous Improvement Process

Visual management is an important instrument of making information visible. A transparent and clear representation of information contributes considerably to the motivation of all involved persons.



In the sectors production, logistics, services and administration, visualisation boards make the Continuous Improvement Process (CIP) visible. Ideally, visualisation leads to the co-workers inspiring themselves mutually to contribute to the thinking and development process.

Besides **FiFo board** and **FiFo box**, the **CIP board** is a useful auxiliary means directly at the workplace.

The **CIP board**, developed by the specialist for visualisation and organisational devices WEIGANG, offers a lot of room for design. Through an individual photo quality print, the background of the board is filled with life. The client only provides high-definition digital pictures as well as further design elements of his choice.

Logos, graphics, machines, buildings, products or team photos are possible motifs. With an unmistakable visual appearance, each department can identify at first glance. This strengthens the team spirit and unifies for new tasks.

Due to the limitation of the number of possible suggestions, information is filters according to relevance criteria already during the process. Dry erasable pens are used to write down the suggestions for improvement.

With magnetic **display pockets**, additional information as for example statistics showing target and actual work results can be placed safely and reversibly on the board surface.

With a width of 90 cm and a height of 60 cm, the board has handy dimensions and can be transported easily. Like this, the information written down at the workplace can be transported to the meeting room without difficulty and vice versa. The beautiful appearance makes the board an eye-catcher and important information and remarks do not disappear in the IT data grave.

Visualisation boards, in line with the company's presentation

Moreover, due to the creative freedom, the representative boards can exactly follow the CI and the CD. The client also determines the functional design as for example grids and lettering according to his particularly requirements.

Visa sublimation print, motifs, lines and texts are fixed to the metal board extremely long-living and scratch-proof. The board surface is writeable with dry erasable pens.

As the board is magnetic, the board coach can safely attach selected information by meant of **display pockets** equipped with magnets. Furthermore, it is possible to work with particle magnets. **Symbols, tapes** and **stripes** for example could be used to symbolize organisational methods.

Apart from the Continuous Improvement Process, the board can also be used efficiently in connection with other operational optimisation attempts. Possible fields of application could be for example OEE (Overall Equipment Effectiveness) or the optimisation of changeover time by SMED (Single Minute Exchange of Die).

Moreover, the highly customised information board can be used to explain complex facilities as well as to present machines and products which are not easily accessible, for example due to safety reasons.

The individual boards can be manufactured with a width of up to 2.100 mm and a height of 1.200 mm. If even bigger formats are required, several board elements can be assembled.

Approach us! Ideas become product solutions!

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