

CONTENT

	Page
Preface	vii
1. Introduction	1
2. Organizing for the Cost Reduction / Productivity Improvement Program	7
3. Analysis for Cost Reduction / Productivity Improvement Potential	17
4. Key Elements of a Good Program	38
5. Supervisory Training for Cost Reduction / Profit Improvement	51
6. Action-Needed Plan	66
7. Scheduling and Control Techniques in Direct Labor Operations	81
8. Scheduling and Controlling Maintenance Operations	94
9. Scheduling and Controlling Other Areas of Indirect Labor	112
10. Clerical Operations	128
11. Reducing Costs and Improving Performance in Engineering Services	144
12. Integrating the Program	156
13. A Case History	173
Index	201