

- P** Process Steps
- R** Re-arrange - Re-organize - Records
- O** Obvious
- C** Combine - Control Change
- E** Evaluate - Exchange - Eliminate
- D** Different - Details - Divide
- U** Understanding - Unorganized - Union
- R** Repetition - Review - Results - Reporting
- E** Explain - Explore - Environment
- S** Simplify - Substitute - Safety - Sequence
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- C** Customers - Continuous Improvement
- O** Observe - Organize
- U** Unused - Useful
- N** Nevers - New
- T** Time - Trouble Spots - Troubleshooting

