



Lean Certification Program Spring 2014

Lean Transformation

If you want to...

- ◆ **Reduce waste** (excess inventories, errors and rework, inefficient processes);
- ◆ **Maximize productivity** (quick changeovers, single piece flow, reduced variation);
- ◆ **Increase responsiveness** to ever-increasing marketplace changes;
- ◆ **Engage your employees** in Continuous Improvement of your business.

Then EQUIP YOUR PEOPLE WITH THE TOOLS TO CONTINUOUSLY IMPROVE with the Lean Certification Program.

This eight session Certification Program is spread over three months and is a fit for Technical and Engineering Personnel, Managers and Supervisors and for Production, Maintenance, Quality and Office Personnel depending on the company's implementation level of Lean/CI.

Summary of Sessions:

Session 1 - Lean Principles - May 13

Hands-on workshop that uses a team-based production simulation to teach a number of key waste reduction and productivity increasing tools and methods such as inventory reduction, error-proofing, continuous flow, Kanbans, etc.

Session 2 - A3 Thinking & Value Stream Mapping (VSM) - May 21

Learn and apply A3 Tools and Thinking along with the Edwards Deming Plan-Do-Check-Act (PDCA) approach using a problem from your own organization. Learn the fundamental tool of Value Stream Mapping and build a VSM from customer order to shipping.

Session 3 - Effective Communications - June 3

Focuses on social styles within the framework of working with Lean / CI Teams of people from different functions and levels of the organization.

Roger Briggs, Lean Development Manager, MANTEC

- ◆ Lean Manufacturing & Lean Champion Certification
- ◆ Bachelor of Science, Industrial Engineering, Texas A&M University
- ◆ 23 years industrial experience, including Hoffland Environmental, J.R. Wald Co., ACCO Brands, FCI Electronics

Benefits of LEAN

Tangible

- Reduced Lead Time
- Improved Quality
- Reduced Cost
- Reduced Inventory
- Improved Productivity
- Better Floor-space Utilization

Intangible

- Better Teamwork
- Improved Morale
- Better Perception in the Eyes of the Customer

To set up your LEAN Certification, contact your IMC Business Advisor or call 800-326-9467 x8085.

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This Lean Certification program is eligible for WEDnet funding!



Summary of Sessions (Cont.):

Session 4 - Standard Work & Root Cause Tools - June 10

Delves deeply into problem solving tools, methods and Standard Work including tools for identifying root causes (SIPOC, 5 Why, Fishbone, etc.) and for taking corrective and preventative actions (Benefit-Effort Matrix, Design of Experiment, Poka-Yoke, etc.). Standard Work is presented as the foundation of CI and key to all other improvement activities.

Session 5 - Change Management & Team Building - June 17

Part one of this session provides an understanding of change, how people view and respond to change and how to better facilitate change in an organization. Part two is an exercise on Team Building that provides answers to the challenges of developing teams for successful problem solving and continuous improvement activities.

Session 6 - Facility Tour and Visual Plant - June 18

Tour a manufacturing facility that has successfully implemented Lean/CI and identify best practices and opportunities for improvement. Visual Plant ideas and examples will be discussed including a detailed review of the 5S Workplace Organization System (Sort, Set in Order, Shine, Standardize, Sustain).

Session 7 - Changeover Reduction, TPM & Downtime Reduction - June 24

Uses a NASCAR changeover simulation and teaching of Single Minute Exchange of Dies (SMED) principles for achieving significant reductions in changeover times. Total Predictive Maintenance (TPM) methods and examples for reducing downtime are also presented and discussed.

Session 8 - Waste Walk Presentations & Graduation - June 25

Participants will have done a “waste” walk within their organization and will exhibit their learning by making a presentation of a Process Map and improvements that have been made. The work for the Waste Walk presentation is supported throughout the program. Graduates will receive a Lean Certification and an office-quality commemorative item of their achieve-

Identify the Waste

Defects

Overproduction

Waiting

Non-utilized People Skills

Transportation

Inventory

Motion

Extra Processing

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