



LEAD THE WAY

Lean Certification

A LEANSIGMA® INSTITUTE CURRICULUM

Comprehensive certification training for companies that wish to develop in-house capabilities to accelerate their lean deployment.





DEVELOP YOUR OWN LEAN LEADERS

Build Internal Capability to Support Your Lean Deployment and Accelerate Results

A transformational lean business system is built on four equally important components: people, process, plans and performance. Organizations who embrace a lean business system must dedicate time and resources to learning, seek opportunities for continuous improvement and be willing to drive change. People are the key drivers of any lean transformation. Once you've made the commitment to become lean, it is critical to identify individuals within your organization to nurture and accelerate your transformation. Lean certification is an important step. By developing internal expertise you reduce your risk of failure, drive cultural change and create best practices that can be shared across the enterprise.

The LeanSigma Institute Lean Certification jump-started some of our skills and abilities. Really learning lean is different from just getting the tools and lean certification really gets at learning lean.

*Brian Frost, Director of Operational Excellence,
Appleton Papers, Inc.*

TWO LEAN CERTIFICATION PROGRAMS

TBM has created two lean certification programs for companies who wish to develop in-house capabilities to accelerate their lean deployment. All coursework is delivered through a blend of online learning, classroom training, skills demonstration, and interactive mentoring.

**Kaizen
Facilitator**

**Program
Leader**

LEAN CERTIFICATION – KAIZEN FACILITATOR

LEARN TO SUPPORT EFFECTIVE KAIZEN EVENTS

Understand essential lean tools and how they are used to drive results. Includes self-paced online learning and three weeks of hands-on training. Candidates will be mentored by a TBM Lean Master and will graduate with hands-on experience and knowledge in the following critical areas:

- Knowledge of lean strategies, tools and methods which include the fundamentals of the Toyota Production System including takt, flow, pull and standard operations
- The skills required to support effective kaizen events and conduct basic training for kaizen teams
- Participation in a kaizen event on the shop floor-or in a business process at a manufacturing facility
- Develop a current and future value stream map for a facility or product family

LEAN CERTIFICATION – PROGRAM LEADER

LEARN TO LEAD A LEAN DEPLOYMENT

Candidates complete all coursework from a Kaizen Facilitator in addition to learning how to create and manage an effective lean office and how to audit, report and sustain results of a lean program. Includes self-paced online learning and five weeks of hands-on training. Candidates will be mentored by a TBM Lean Master and will graduate with hands-on experience and knowledge in the following critical areas:

- Knowledge of lean strategies, tools and methods which include the fundamentals of the Toyota Production System including takt, flow, pull and standard operations
- The skills required to support effective kaizen events and conduct basic training for kaizen teams
- Participation in a kaizen event on the shop floor-or in a business process at a manufacturing facility
- Develop a current and future value stream map for a facility or product family
- How to create, manage, communicate and promote an effective continuous improvement office
- How to write a project charter, develop scope and objectives for a kaizen event
- How to align operations metrics with financial performance
- How to audit, report and sustain results from your lean deployment

TBM LEAN CERTIFICATION PROGRAM CHOICES

Learning	Time Commitment	Description	Kaizen Facilitator	Program Leader
Essential Lean Learning – Online training and Exam*	Self-paced online learning	Modules include: Introduction to lean; Waste elimination; Just-in-time principles of takt, flow and pull systems; Quality and productivity improvements through Jidoka; Production Smoothing, Standard Work, Standard Operations; 5S and the visual workplace; Value Chain Mapping, LeanSigma Implementation; and Roles in a lean deployment. Candidates must pass a final exam upon completion off all modules.	✓	✓
Lean Tool Kit Workshop*	5 Days	Learn how lean tools are applied to transform your organization to deliver improved operational results. Through the use of a factory simulation students will be able to apply what they have learned.	✓	✓
Kaizen Breakthrough Experience	5 Days	Hands-on participation on a kaizen team at a TBM client site. Participants are divided into teams that are led by a TBM Lean Master. Team members are assigned roles; the event is planned, executed and evaluated.	✓	✓
Kaizen Instructor Training	4 Days	Train-the-trainer workshop designed to teach participants how to deliver TBM's one-day lean training, an essential component of facilitating kaizen events. Participants hone public speaking skills and learn how to address the tough questions from individuals that will participate in or be impacted by a kaizen event.	✓	✓
Creating a Continuous Improvement Office	4 Days	Learn the strategies, tools and skills required to set up and administer an effective continuous improvement office. Topics include: how to communicate and promote a lean program, write charter statements, align operational metrics with financial objectives, assess your lean progression, form and manage a lean steering committee and share best practices across the organization, <i>(We recommend that Program Leader candidates complete this course before taking Kaizen Instructor Training)</i>		✓
Sustaining Lean Results	5 Days	Participants learn to audit, report and sustain kaizen results. Concepts covered include: personality assessment and how to work with different types of people, cultural change and how to deal with resistance, performance measurement, layered audits and problem solving tools.		✓
Mentor, Homework, Quizzes, Kaizen Event report-out and Final Exam	On-going	Each participant is assigned a TBM Lean Mentor to guide them through the certification process. Homework, quizzes, a kaizen report-out and a final exam are all part of the certification program.	✓	✓

* Candidates MUST complete the online training and exam and Lean Tool Kit before progressing to other modules of Lean Certification.

“By becoming proficient and certified in lean, we increased the speed, understanding and transition of lean concepts within our company. Intensive coaching and mentoring is imperative to change the mindset through the entire organization. I rely on our TBM mentor to help make quantum leaps in the experience. He challenges our thinking while offering perspectives on what could be better.”

*Michael Gerster, President
WIKA Instrument Corporation*

WORKSHOP LOGISTICS

REGISTRATION AND COURSE SCHEDULE

**Course schedules and online registration at
www.tbmcg.com/leancertification or call 800-438-5535**

TBM Lean Certification Courses

Kaizen Facilitator \$8,500 USD

Program Leader \$12,500 USD

- Students must be willing to travel, have access to the Internet and Microsoft® applications including Visio®, PowerPoint® and Excel®. We recommend students have access to a laptop computer to allow them to work on certification objectives during classroom events.
- TBM clients who have completed portions of the curriculum may qualify for learning credits at the discretion of the program director.
- TBM will also modify the course and create a customized Lean Certification curriculum for companies that prefer to send a dedicated team of students in a single program.
- No discounts apply.

TERMS & CONDITIONS

Terms and Conditions

You will be invoiced for event fees which are due in full prior to the start of the program. Event fees include workshop materials, lunch and refreshments. Please see event descriptions for any prerequisite requirements prior to registration.

Cancellation Policy

Any cancellation must be received in writing. Cancellations received within 15-21 business days of the event will be subject to a 50% cancellation fee. Cancellations received within 14-0 business days of the event will be subject to a 100% cancellation fee.

Transfers and Substitutions

Substitutions are allowed at any time. Transfers to another date will only be accommodated one time.

TBM is committed to fulfilling the schedule as presented, however TBM reserves the right to cancel any courses where sufficient registration levels have not been met.



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06/09