



# LEAN GREEN BELT CERTIFICATE


**\$4,395 + HST (8 days in-class training + coaching)**

Learn how to improve a process of medium complexity

## REGISTRATION INFORMATION:

leanagility.com/en/green-belt 

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### WORKSHOP DESCRIPTION :

Graduates of the Green Belt program have the skills needed to lead and sustain moderately complex Lean process improvement initiatives, leading to positive, measurable, sustained results.

During the 8-days of in-class training (split into two, 4-day segments), participants are exposed to the fundamental components of Lean process improvement (DMAIC) and collaborate to improve a "live" government process under the guidance of their instructor. In the five weeks between Session 1 and 2 and after the last day of in-class training participants apply the same methodology on individual projects with one-on-one coaching. Organizations participating in a Green Belt workshop can expect to offset the cost of the training through with results generated through Lean improvements.

Green Belt workshops are "sponsored" by a government organization who provide a location for the training and a process for in-class group work in exchange for one free registration.

Green Belt certificates are awarded upon completion of: the Project Workbook, current/future state value stream maps and presentation/assessment of a Project Report. Participants must demonstrate positive results signed off by their project sponsor in order to graduate.

Candidates should expect to devote a minimum of 16 days of total hands-on effort to complete the work, spread over a period of up to 12 months – allowing time to generate and sustain results.

**By the end of the program participants are able to:**

- ✦ **Lead (facilitate) an improvement event of medium complexity**
- ✦ **Understand and explain Lean principles to others**
- ✦ **Apply principles of change management**
- ✦ **Understand, plan for and implement improvement projects to ensure sustainability of results and continuous improvement**

### COURSE OUTLINE:

<b>1 wK duration</b>	<b>PHASE 1: GROUP IMPROVEMENT PROJECT (in-class session)</b>			<b>4 days hands-on effort</b>
<ul style="list-style-type: none"> <li>• Overview of Lean Government: simulation</li> </ul> <p><b>DEFINE</b></p> <ul style="list-style-type: none"> <li>• Current situation</li> <li>• Target situation</li> <li>• Problem</li> <li>• Objectives</li> </ul>	<p><b>MEASURE</b></p> <ul style="list-style-type: none"> <li>• Interviews (Voice of the employee)</li> <li>• Collect data</li> <li>• Map the process</li> <li>• Find possible causes</li> </ul>	<p><b>ANALYZE</b></p> <ul style="list-style-type: none"> <li>• Analyze potential causes</li> <li>• Find root causes</li> <li>• Determine principal causes</li> </ul>	<p><b>CHANGE MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>• Creating buy-in</li> <li>• Execution plan</li> <li>• Common people challenges and solutions</li> <li>• Facilitation skills</li> <li>• Individual project: next steps</li> </ul>	
<b>5 wks duration</b>	<b>PHASE 2: INDIVIDUAL IMPROVEMENT PROJECT</b> Define, Measure, Analyze (Steps 1 - 3 DMAIC) Present initial findings to project sponsor, group teleconference (status update, share learnings), individual coaching			<b>3 - 4 days hands-on effort</b>
<b>1 wk duration</b>	<b>PHASE 3 GROUP IMPROVEMENT PROJECT (in-class session)</b>			<b>4 days hands-on effort</b>
<p><b>PEER REVIEW INDIVIDUAL PROJECTS</b></p> <ul style="list-style-type: none"> <li>• Presentation of individual project to date</li> <li>• Review of process maps</li> <li>• Lessons learned</li> </ul> <p><b>ANALYZE CONT'D</b></p>	<p><b>IMPROVE</b></p> <ul style="list-style-type: none"> <li>• Identify possible solutions</li> <li>• Prioritize and plan solutions</li> <li>• Test and implement solutions</li> </ul>	<p><b>CONTROL/CONTINUE TO IMPROVE</b></p> <ul style="list-style-type: none"> <li>• Visual management</li> <li>• Report-out meetings</li> <li>• Error-proofing</li> <li>• Standard work</li> <li>• Visual work instructions</li> </ul>		
<b>3 - 5 wks duration</b>	<b>PHASE 4 INDIVIDUAL IMPROVEMENT PROJECT</b> Analyze, Improve, Control/Continue to Improve (Steps 3 - 5 DMAIC)			<b>4 days hands-on effort</b>
<b>PHASE 5 INDIVIDUAL IMPROVEMENT PROJECT REVIEW AND GRADUATION</b> Completion of project workbook, current and future state maps in VISIO and PowerPoint presentation demonstrating positive results must be signed off by project sponsor and facilitator to graduate.				
<b>Total 13 - 15 weeks duration</b>				<b>Total 15 - 16 days hands-on effort</b>

**BECOME A GREEN BELT HOST ORGANIZATION**

**Nominate a process from your organization for a Green Belt class project and get one FREE registration**

Contact us: 613-898-7042

**WHY LEAN AGILITY?**

#### GOVERNMENT SPECIFIC

Examples from the Canadian public sector  
Applies to high-volume transactional processes (like issuing a permit) and processes relevant to knowledge work

#### EXPERIENCE

- Facilitators with 50+ combined experience in Lean government transformation
- Lean tools and techniques constantly proven and improved through ongoing field-work
- 1,000's of public servants trained since incorporation in 2010

#### PRACTICAL

- Hands-on experiential learning to demonstrate how Lean works
- User-friendly language to reduce barriers-to-entry
- "Sticky" concepts make the content easy to remember and pass on to others