

GBMP Kaizen Event Planning & Execution

THIS MULTI-DAY PROJECT COURSE GIVES STUDENT TEAMS HANDS-ON PRACTICE IN APPLYING THE PHILOSOPHIES AND METHODS OF CONTINUOUS IMPROVEMENT IN THE WORKPLACE.

Overview: Using the principles of lean, students will work together to plan and implement changes to one or more production or office processes in order to drive out waste and have an immediate positive impact on quality, cost, lead time and/or product selection. Depending on the pilot process chosen, continuous improvement tools such as 5S, Continuous Flow, Standardized Work, Kanban/ Pull Systems, Poka-yoke, Visual Management, Set Up reduction and Heijunka (levelized scheduling) may be applied as countermeasures to the current condition. The event will serve as a means for students to move an existing process closer to a desired future condition, with students working together to achieve measurable results in a week or less of focused workplace activity. Working with the consultant acting as a coach and guide, this class becomes a compact, fast-paced way for students to gain tacit knowledge of how continuous improvement is shaped and applied to address specific workplace problems. Care is also given to ensuring the new condition is properly documented so that open tasks at the end of the event are monitored for future completion and improvements are sustained over time.

After taking this class attendees will be able to:

- ✓ Describe the process for planning and conducting improvement events
- ✓ Help plan and participate in a kaizen project event
- ✓ Document and measure the outcomes of a kaizen event
- ✓ Understand how to use specific tools to document, plan, implement, measure and monitor kaizen activities

Who should attend? This course is appropriate for employees, supervisors and managers who want hands-on practice in how to use a kaizen event to make rapid improvements to a process. It is especially relevant for individuals who will be involved in designing, implementing or facilitating improvement events on the shop floor.

Time Commitment? 5 days, depending on the kaizen event

Course Outline:

- Preparing for the Kaizen Event
- Planning for change on the floor
- Making rapid change through a project team
- Supporting and measuring the results of the kaizen
- Sustaining and continuing improvements



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