

# Lean Yellow Belt Training (Creating Lean Leaders)



Contact – CJ – 416 571 8770

Email – [qcdmsconsultants@gmail.com](mailto:qcdmsconsultants@gmail.com)

# Overview of Lean Yellow Belt

## Goal of the training

Creating Lean Leaders, who are **PROFICIENT** in Lean can lead, manage their processes and engage employees to problem solve. We will cover 4 chapters-

1. Lean Leadership skills and creating a Culture of Continuous Improvement
2. Leading people towards a Purpose, manage and engage resources daily to achieve the purpose
3. Understands Lean Philosophy and can do A3 problem solving
4. Understands Principles of Lean and can lead "Rapid Process Improvements" also known as RIEs

## Requirements

- No future Lean training requirements
  - Maximum 25 people
  - Bring a process and problem to the training.
  - Be able to apply tools into their problem and process
- ### What is A3 Problem Solving?
- A3 Problem Solving is similar to Six Sigma D-M-A-I-C Principles but it is more practical, simple and team based
  - A3 problem solving include 11 steps and you can solve any problem through this methodology in any sector
  - Learn 7 QC Tools that are utilized in A3 problem solving
  - Learn through a case study and apply into your own problem
  - Review Slide 6 for detailed methodology

## LEAN YELLOW BELT

## What is Lean Rapid Improvement Event (RIE)?

- Through RIE methodology you can engage leadership team, people in the process and all the stakeholders to improve any process in any sector
- RIE includes 7 steps which has to followed in a logical manner and have Change Management piece embedded in it
- It is team based process and includes problem solving (A3 problem solving) methodology
- Review Slide 7 for detailed methodology

## Training Break up

- 4 Hours pre-work – Culture questionnaire, SWOT Analysis, Vision and Voice of Customer
- Day 1 – 8 Hours - Chapter 1 and 2
- 8 hours of work between Day 1 and Day 2 – Find 8 inefficiencies in your work, List down opportunities at work, choose 1 problem and 1 process, Charters, Process Walk and complete process walk templates
- Day 2- 8 Hours- Chapter 3 and 4
- After Training – Go apply the Problem solving and Process Improvement into their work

# Details of 2 days training

Q  
C  
D  
M  
S

PRE-WORK		BETWEEN		POST	
Day 1		Day 2			
1st half	2nd half	1st half	2nd half		
<b><u>Overview</u></b> ) Introduction to Lean and to Lean Yellow Belt module ) Lean Game (Lean Dot and Lego) ) Lean Thinking - PDCA, VA/NVA/ Waste, Muda, Mura Muri <b><u>Organization Culture</u></b> ) SWOT Analysis ) Culture and Continuous Improvement <b><u>Leadership Skills</u></b> Lean is all about People ) Attributes of a Lean Leader ) Leadership lessons from movies ) Employee engagement ) Overview of Change Management ) Developing People ) Servant Leadership ) Emotional Intelligence <b><u>Hoshin Kanri</u></b> ) Overview of 9 Steps of Strategy Deployment aligning divisional or departmental purpose or vision to daily work ) Identifying sectional or divisional key processes and problems to improve	<b><u>Daily Management</u></b> ) Listing down key products or services ) KPIs & Metrics ) Process Monitoring ) Huddle Meetings and Boards <b><u>Daily Problem Solving</u></b> ) Finding Gaps ) Engaging Employees to make daily problem solving <b><u>Lean Philosophy</u></b> ) Lean Philosophy- One piece flow, 1st time right, Kan Ban, QA vs. QC, and 6 Big losses and Work Cell <b><u>Lean Tools</u></b> ) Classification of Lean Tools ) <b>Process Understanding Tools</b> - SIPOC, Process Walk & Value Stream Mapping ) <b>Process Metrics</b> - Understand type of metrics (Volume, Time, Process Complexity & Time) ) <b>Problem Solving Tools</b> - A3 Problem Solving, 5 Why Analysis and Fishbone Diagram ) <b>Data Collection and Analysis Tools</b> - Overview of 7 Quality Control Tools and Basics of Statistics (Average, Median, Mode & Percentile) ) <b>Process Standardization Tools</b> - 5S, Visual Management, Standard Work	<b><u>A3 Problem Solving methodology</u></b> ) Background and basics of problem solving ) <b>Case Study</b> ) Trainees bring their problems and apply the lessons learned into their own scenarios ) <b>A3 problem solving 11 step process</b> - What is the Problem - Background - Understand Current State - Data Collection - Temporary Solution - Root Cause Analysis - Solutions - Action Plan - Checking Effectiveness – Sustainment Note- Utilize LEAN TOOLS as they fit into the problem solving methodology  <div style="background-color: yellow; padding: 10px; text-align: center;"> <b>Lean Yellow Belt Training</b> </div>	<b><u>Rapid Process Improvement Methodology</u></b> ) <b>Case Study</b> ) Trainees bring their process and apply the lessons learned into their own scenarios ) <b>Pre Event</b> - Team Charter - SIPOC - Voice of the Customer - Process Walks - Data Collection - Data Analysis - Process Mapping (Value Stream Mapping) - Setting up a Rapid Improvement Event (1/2 to 1 day) with the team - ) <b>Lean Event</b> - Current state agreement - Finding 8 Waste or Inefficiencies -Root Cause Analysis - Finding Solutions- Action Plan- Target Setting on key process metrics ) <b>Post Event</b> - Completing Action Items - Standardizing the Improved Process - Sustainment - Process Monitoring key process metrics- Huddle Board and Process Improvement embedded in to existing Huddle Communication (Meeting and Boards) Structure Note- Utilize LEAN TOOLS as they fit into the Rapid Process Improvement methodology <b><u>Lean Principles</u></b> ) 5 Principles of Lean explained <b><u>Embedding Lean in an organization</u></b> • Wrap up and Closure		

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Previous PMI session completed on Nov 19 and 26 2016



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Recent trainees and organizations

Previous training completed on January 14 and 21 2017

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Email – [cjbawa@qcdmsconsultants.com](mailto:cjbawa@qcdmsconsultants.com)  
Cell – 416 571 8770



### About Charanjit (CJ) Singh Bawa

- Passionate, Results-Driven Professional and Public Speaker
- PMP, Black Belt, Mechanical Engineer (specializing in Automotive)
- 23 Years of Lean six sigma , Change Management & project management experience
- Coached over 3000 employees on Lean White, Yellow, Green Belt trainings and Embedding Lean in complete organization
- Coached more than 100 Improvement project teams
- Huge cost savings , cost avoidances , improve quality and enhanced morale
- Coached 30 leadership teams to embed Lean
- Industries served – Automotive (OEM- Daewoo & Honda), Auto Parts Manufacturing, Service & Public service
- PMP from PMI USA, Lean Six Sigma Black Belt from ASQ USA & ADKAR change management certified from PROSCI, USA

### Services we provide

- Embedding Lean Strategy for complete organization
- Lean White Belt Training (Process or Problems), Yellow Belt Training and Green Belt Training
- Other Trainings like Change Management , Hoshin Kanri and Lean Tools trainings as desired by Customers

### Our Business Model

- Training & Awareness
- Coaching through experiential Learning (Your Processes)
- Simplified approach for easy learning
- Transfer our knowledge to your team ( Speed)
- Creating self reliant teams