

## Lean Enterprise Training for Value Stream Management

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### ENVT 270 - OCCUPATIONAL SAFETY and HYGIENE

**Aim** - the purpose of this course is to introduce participants to the principles of accident prevention, and recognition, analysis, evaluation and control procedures for safety and hygiene hazards in the work environment.

**Course Description** - Regulatory considerations, evaluation and control of industrial hazards, personal protective equipment, employee assistance programs, accident prevention and investigation, and emergency planning.

### JIT 100 - LEAN IMPLEMENTATION OVERVIEW

**Aim** -The purpose of this seminar is to introduce people to the fundamentals necessary for becoming a **Lean Enterprise** by providing an overview in basic **Lean Process Improvement Tools and Techniques**.

**Course Description** – Includes reasons for adopting lean, waste elimination with lean, the language of lean, non-manufacturing applications of lean, implementation roadmap for lean, and pitfalls with lean.

### JIT 101 – VALUE STREAM MANAGEMENT

**Aim** – The purposes of this seminar is to introduce people to the **concept of waste** as it is used in a lean enterprise environment, and then introduce the fundamental techniques necessary for planning, mapping and sustaining lean improvements in manufacturing areas by providing a solid foundation in the application of the **Kaizen Team Approach** utilizing **Lean Enterprise Principles**.

**Course Description** – It is an **8-step process** integrating tools and techniques derived from the Toyota Production System into a planning system **for Lean Implementation**. It includes process mapping and workflow analysis, cellular manufacturing, level production, and the pull / kanban system.

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### JIT 102 – WASTE IDENTIFICATION & ELIMINATION

**Aim** - The purpose of this seminar is to introduce people to the concept of waste as it is used in a lean enterprise environment.

**Course Description** - Includes an introduction to the lean system, the definitions of the seven types of wastes and their two contributors, what each one generates in terms of waste impacts, and what are the causes of each one.

### JIT 103 - WORKPLACE ORGANIZATION & STANDARDIZATION

**Aim** - The purpose of this seminar is to introduce people to the **5S System** for workplace organization and standardization through visual control.

**Course Description** - Includes the five actions necessary to provide a safe physical environment that supports the employee, facilitates his/her interaction with others, eliminates waste, and encourages continuous improvement towards becoming a lean enterprise.

### JIT 104 - VISUAL MANAGEMENT of the WORKPLACE

**Aim** - The purpose of this seminar is to introduce people to the visual control techniques used for maintaining 5S workplace organization and standardization.

**Course description** - Includes the actions necessary to develop a visual workplace for a safe physical environment that supports the employee, facilitates his/her interaction with others, eliminates waste, and encourages continuous improvement towards becoming a lean enterprise.

### JIT 105 – QUICK CHANGEOVER

**Aim** - The purpose of this seminar is to introduce people to the **SMED** (the Single-Minute Exchange of Die) approach for quick changeovers of equipment, product, or services.

**Course Description** - Includes separating internal and external setup, converting internal setup to external setup, and streamlining all aspects of the changeover operation for a lean enterprise.

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### JIT 106 - PROCESS MAPPING for WORKFLOW ANALYSIS

**Aim** - The purpose of this seminar is to introduce people to the fundamentals of process mapping for workflow analysis in order to target lean production methods to achieve lean manufacturing and cycle time reduction.

**Course Description** - Includes an introduction to process mapping and the five steps of workflow analysis.

### JIT 107 - CELLULAR OPERATIONS

**Aim** - The purpose of this seminar is to introduce people to small-lot operations by arranging people and equipment into efficient, process-based cells to create a smooth flow that shortens lead time, reduces waste and supports low-inventory production for a lean enterprise.

**Course Description** - Includes working in a cellular environment, standardized work, and basic elements of cell design and redesign, and teamwork tools for cellular operations.

### JIT 108 - MISTAKE-PROOFING

**Aim** - The purpose of this seminar is to introduce people to a way to provide products or services that have zero defects or result in zero mistakes.

**Course Description** - Includes a background on the prevention of operator controllable errors, mistake-proofing defined, how to use Poka-yoke systems, and how to achieve mistake-proof, zero defect operations through Poka-yoke.

### JIT 109 - LEVEL PRODUCTION & KANBAN SYSTEMS

**Aim** - The purpose of this seminar is to introduce people to approaches for developing a steady flow of material and/or information through the organization, the basic elements of standardized flow, and how to control these different activities.

**Course Description** - Includes basic concepts of level production scheduling and production sequencing, and kanban systems used for managing a "pull" production system.

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### TPM 101 - AUTONOMOUS MAINTENANCE

**Aim** - The purpose of this seminar is to introduce production workers, maintenance personnel, and management to the fundamentals of **Autonomous Maintenance** that are necessary for improving **Overall Equipment Effectiveness** in a **Total Productive Maintenance** environment.

**Course Description** - Includes a definition and distinctive features of TPM, Overall Equipment Effectiveness calculations, and the elimination of the Six Big Efficiency Losses, and accident causing conditions through the implementation of Autonomous Maintenance activities. **12 hours.**

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