

## LEAN PROCESS IMPROVEMENT TRAINING

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### COURSE LENGTH: 2.0 DAYS

This Lean Process Improvement training course will equip your teams with the right tools and techniques to implement lean principles across your organization. Tools covered include 5S, 5W-2H, PDSA, DMAIC, Kaizen, Genchi Genbutsu.

Lean Training courses – Singapore's leading Lean Training course – are delivered by LSS experts in Singapore.

This Lean Process Improvement Training Course can be delivered at your premises anywhere in Singapore by one of our expert local or international trainers.

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## LEAN PROCESS IMPROVEMENT TRAINING COURSE OUTLINE

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### FOREWORD

Lean process improvement focuses on the steps to help organizations reduce waste while considering the customer value process. It focuses on the creation of lean activities and culture across your whole manufacturing chain. This Lean Process Improvement training course will help your business eradicate bottlenecks, reduce or even create zero waste, take action more promptly to market demands, save money and time, and heighten customer satisfaction.

This two-day Lean Process Improvement training course will give your organization the foundational tools it requires to implement Lean.

Day one will explore the foundational Toyota precepts of Lean and the five improvement concepts - value, waste, variation, complexity, and continuous improvement.

The second day will focus on the actual tools for implementing these continual improvement concepts in their organization. Useful tools will include; Lean data mapping methods, 5S, 5W-2H, PDSA, DMAIC, Kaizen, Genchi Genbutsu.

This Lean process improvement training course will enable an entire organization to holistically apply lean thinking across every aspect of their value stream. From the worker to the CEO, the constant reevaluation of the value stream across each product and service family will challenge old thinking and create a new culture of lean thinking. Once the value of a product or service is identified, then unnecessary waste can be removed with continual process improvement.

Lean is not just limited to manufacturing and production, but also can equally be applied to service oriented industries like healthcare, government, education and agribusiness.

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### OUTCOMES

#### After completing this course participants will:

- ▶ Gain an understanding of Lean
  - ▶ Describe "The Toyota Production System" and TPS house.
  - ▶ Master the five lean principles
  - ▶ Learn how to categorize products or systems into the three groups
  - ▶ Learn how to create and contribute to a lean enterprise
  - ▶ Identify and reduce various types of waste
  - ▶ Learn to create a plan for an organization that's more environmentally Lean
  - ▶ Learn how to implement & evaluate Lean changes with PDSA cycle R-DMAIC-S models
  - ▶ Learn how to effectively use lean thinking frameworks like 5W-2H, Genchi Genbutsu, Gemba, and 5-S
  - ▶ Prepare for and complete a basic 5-S
  - ▶ Learn the five levels of Kaizen events, particularly a Kaizen blitz
  - ▶ Effective tips for data gathering, mapping and analysis using flow charts, Ishikawa and SIPOC diagrams, and value stream maps
  - ▶ Create a successful plan for a lean project
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### MODULES

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### Lesson 1: Course Overview

- ▶ Course Objectives

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### Lesson 3: The Toyota Production System

- ▶ Participants will learn about the Toyota Production System House. Discover an alternate representation of the Toyota Production System.

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### Lesson 5: The Five Critical Improvement Concepts

- ▶ Discuss five key ideas supporting Lean process improvement: value, waste, variation, complexity, and continuous improvement.

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### Lesson 7: Types of Waste

- ▶ In this session participants learn about the three main wastes (muda, muri, and mura) as well as some new types.

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### Lesson 9: The Plan, Do, Study, Act (PDSA) Cycle

- ▶ The first session of Day Two will cover the PDSA cycle, which should be used to plan and implement organizational changes.

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### Lesson 11: Lean Thinking Tools

- ▶ Learn about some Lean thinking tools, including 5W-2H, Genchi Genbutsu, Gemba, and 5-S.

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### Lesson 13: Data Gathering and Mapping

- ▶ Most of the second afternoon will be spent learning about and practicing various Lean data tools, including flow charts, Ishikawa (cause and effect or fishbone) diagrams, SIPOC charts, and value stream maps. We will also share some tips for effective data analysis.

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### Lesson 15: Workshop Wrap-Up

- ▶ Participants will have an opportunity to ask questions and fill out an action plan

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### Lesson 2: Understanding Lean

- ▶ Participants will learn what Lean is and what its origins are. This session will explore the Toyota Precepts, how Lean differs from Six Sigma, and some common Lean terms.

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### Lesson 4: The Toyota Production System House

- ▶ The Toyota Production System House

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### Lesson 6: Understanding Value with the Kano Model

- ▶ This session will explore value with the Kano model, which divides product or system characteristics into three groups: basic, performance, and value added.

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### Lesson 8: Creating a Lean Enterprise

- ▶ Explore some ways to create an environmentally friendly organization with Lean. Learn about the 20 keys to a Lean organization.

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### Lesson 10: Using the R-DMAIC-S Model

- ▶ This session will cover the Recognize - Define - Measure - Analyze - Improve - Control – Sustain model, an advanced version of PDSA primarily used in Six Sigma.

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### Lesson 12: Kaizen Events

- ▶ This session will cover the five levels of Kaizen events, with a focus on Level 3 (the Kaizen blitz).

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### Lesson 14: A Plan to Take Home

- ▶ The final session will challenge participants to think about roadblocks and pitfalls to Lean implementation and how to bring those lessons to their organization. Participants will also be given some ideas for Lean projects and a framework for a successful Lean approach.

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## WEB LINKS

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- ▶ [View this course online](#)
  - ▶ [In-house Training Instant Quote](#)

