

# LEAN SIX SIGMA

## Yellow Belt

### Bee the Change



A Certified Lean Six Sigma Yellow Belt has the ability to support continuous improvement projects and are highly skilled in identifying and addressing risks, errors, or defects in a business process.

This program has been specifically developed for government and public sector organizations and provides participants with relevant tools to raise awareness and the importance of “LEAN” in an organization.

***LEAN processes are faster, more efficient and deliver quality customer service. Understanding the “VOICE OF THE CUSTOMER” is fundamental to improving and streamlining services.***



#### WHAT YOU WILL LEARN:

A Lean Six Sigma Yellow Belt possesses an understanding of the aspects within the phases of D-M-C (Define-Measure-Control). Yellow Belt training is an introductory course for learning about “Lean” thinking and how it can be used to make daily improvements in the workplace.

#### KEY TAKEAWAYS

1. Assist in project selection and change management
2. Write effective problem statements using; Who, What, When, Where, Why, How and How much (5W2H) approach
3. Aligning the “Voice of the Customer” with process performance to determine overall capability and improvement opportunities
4. Explain the fundamental concepts and principles of Lean and Six Sigma
5. Construct Suppliers, Inputs, Process, Outputs, Customers (SIPOC), Process Flow and Spaghetti Maps
6. Facilitate “Root Cause Analysis” using cause and effect and the 5 Whys approach
7. Generate and interpret process statistics and employ graphical analysis as an investigative tool
8. Plan, facilitate and execute rapid improvement (“Kaizen”) events, and walk the Gemba waste-walks

**For more information visit [omli.ca](http://omli.ca) or contact [info@omli.ca](mailto:info@omli.ca)**

# LEAN SIX SIGMA YELLOW BELT - 2025 PROGRAM SCHEDULE

## PART 1 – INTRODUCTION TO LEAN SIX SIGMA/ DEFINE PHASE – (3.5 HRS)

Date: February 20, 2025      Time: 1pm-4:30pm (EST)

Understanding what is Lean Six Sigma?

- Principles & Methodologies of Lean Six Sigma
- Eliminating Waste, Process Improvement, & Customer Focus

Define – Problem Statement, Objective Statement, Primary and Secondary Metrics

**\*Homework Project Selection (1 HR) – Self Directed/Prior to Measure Phase**



## PART 2 – MEASURE PHASE (3.5 HRS)

Date: March 6, 2025      Time: 1pm-4:30pm (EST)

- Detailed Process Mapping, Cause and Effect

**\*Homework: Completed Define Templates Due by Friday, March 14, 2025**

## PART 2 – MEASURE PHASE (3.5 HRS)

Date: March 20, 2025      Time: 1pm-4:30pm (EST)

- XY Diagram FMEA/Data Collection and Analysis

**\*Homework: Completed Due by Friday, March 28, 2025**

## PART 2 – MEASURE PHASE (3.5 HRS)

Date: April 3, 2025      Time: 1pm-4:30pm (EST)

- Measurement System Analysis/Statistical Process Control

**\*Homework: Completed Due by Friday, April 18, 2025**

## PART 3 – CONTROL PHASE (3.5 HRS)

Date: April 24, 2025      Time: 1pm-4:30pm (EST)

- Developing the Control Plan

**\*Homework: Completed Due by Friday, May 8, 2025**

**\*Final Exam + \*Project Presentations – May, 2025**