

LEAN SIX SIGMA YELLOW BELT CERTIFICATION

TOTAL PROGRAM HOURS = 15 HRS

5.5 HRS INSTRUCTOR LEAD - LIVE VIRTUAL SESSIONS
SELF - DIRECTED / RELEVANT PROJECT WORK 8 - 10 HRS

EXAM (OPEN BOOK) = 50 Questions, Multiple Choice (40 Minutes)
Investment: \$899./pp + HST



"Bee the Change"

PROGRAM OVERVIEW:

Our CAMA Award Winning Lean Six Sigma Yellow Belt Program has been specifically designed for government and public sector organizations, providing participants with practical tools and proven methodologies to improve processes, increase efficiency, and deliver greater value to the communities they serve.

Your Lean Six Sigma journey with OMLI/WSCS combines guided instruction, self-directed learning, and customized training materials tailored to the unique challenges of the public sector. Unlike traditional Lean Six Sigma programs, this award-winning curriculum integrates the principles of Lean, Change Management, and Project Management, equipping participants with a comprehensive toolkit to successfully lead and support organizational improvement initiatives.

As a Certified Lean Six Sigma Yellow Belt, you will gain a solid understanding of the Lean Six Sigma methodology and develop the skills to contribute effectively to continuous improvement projects or lead smaller process improvement initiatives within your organization.

Participants will learn the core concepts of the Define, Measure, and Control (DMC) phases and apply practical techniques to identify opportunities, reduce waste, improve service delivery, and achieve measurable, sustainable results.

WHAT YOU WILL LEARN:

The Lean Six Sigma Yellow Belt program focuses on practical tools and proven methodologies, using real-world examples of continuous improvement initiatives from government and public sector organizations. Participants will develop the knowledge and confidence to apply Lean Six Sigma principles to streamline processes, eliminate waste, improve service delivery, and increase organizational effectiveness and efficiency.

KEY TAKEAWAYS

- Assist in Project Selection and Change Management
- Write effective problem statements using the Who, What, When, Where, Why, How and How much (5W2H) approach
- Aligning voice of the customer with process performance to determine overall capability and improvement opportunities
- Explain the fundamental concepts and principles of Lean and Six Sigma
- Construct Suppliers, Inputs, Process, Outputs, Customers (SIPOC), Process Flow and Spaghetti Maps
- Facilitate "root cause analysis" using cause and effect and the 5 Whys approach
- Generate and interpret process statistics and employ graphical analysis as an investigative tool
- Plan, facilitate and execute rapid improvement ("kaizen") events, waste-walk



MASTER BLACK BELT -
Tammy Carruthers
BA CPA, CGA, CFE,
CICA, PMP, CLSSBB,
CCA, MCITP, CISA
WSCS Consulting Inc.

Tammy has over 25 years experience in the public sector in various positions including the Director of Finance/Treasurer and Information Technology of Lanark County, Portfolio Manager with Treasury Board Secretariat, Manager with the Ontario Ministries of Labour, Municipal Affairs and Housing, Telecommunications Analyst with the Canadian Radio-television Telecommunications Commission, Evaluator with Canada Mortgage and Housing Corporation as well as a Professor of Accounting.

Since leaving the government Tammy has led several engagements as a LEAN Six Sigma Master Black Belt in both large and small organizations across North America. She is a regular speaker and trainer for several municipal associations on leadership, strategic and financial planning, sustainability, LEAN government, risk management and asset management. In addition to being a Certified LEAN Six Sigma Master Black Belt, Tammy is a Chartered Professional Accountant, Certified Fraud Examiner, Project Management Professional, Certified Internal Controls Auditor, Certified Construction Auditor, Certified Information Systems Auditor and a Microsoft Certified IT Professional.

**Please contact info@omli.ca or call 905.407.7074 for more information or to
arrange a customized program for your organization.**

PROGRAM INFORMATION:



PART 1 – WELCOME + INTRO TO LEAN SIX SIGMA & DEFINE / LIVE FACILITATED

DATE: SEPT. 2, 2026 / TIME: 1-3PM (EST. - 2 HRS)

- o DEFINE - Elements of Waste (Self Directed - 1.5 HR)
- o Project Selection (Self Directed - 1 HR)



PART 2 – MEASURE + PROCESS MAPPING / LIVE FACILITATED

DATE: SEPT. 9 2026 / TIME: 1 - 2:30PM (EST - 1.5 HRS)

- o Process Mapping Continued - (Self Directed/1 HR)
- o Cause & Effect/ XY Diagram - (Self Directed/1.5 HR)
- o FMEA/Data Collection and Analysis - (Self Directed/1 HR)
- o Measurement System Analysis/Statistical Process Control - (Self Directed/1 HR)

****DEFINE TEMPLATES DUE - OCT. 9, 2026****

PART 2 CONTINUED - REVIEW OF TOOLS

DATE: OCT. 14 , 2026 - LIVE FACILITATED / TIME: 1 – 2PM (EST - 1 HR)

Participants learn how Artificial Intelligence (AI) can accelerate and enhance process improvement through Prime BPM, an AI-powered business process mapping platform. Rather than spending hours manually documenting workflows, participants use AI to quickly capture, visualize, and refine current-state processes. Prime BPM assists in identifying process steps, decision points, handoffs, bottlenecks, duplication, delays, and non-value-added activities, allowing teams to focus on analysis and improvement rather than documentation. Participants apply Lean Six Sigma methodologies to validate AI-generated process maps, identify root causes, eliminate waste, streamline workflows, and design more efficient future-state processes.



PART 3 – CONTROL

- o Control Plan - Part 1 – (Self Directed - 1HR)
- o Organizational Change/Review – (Self Directed – 1 HR)



PART 4 – REVIEW SESSION

DATE: NOV. 4, 2026 / LIVE FACILITATED SESSION - 1 HR / TIME: 1 – 2PM (EST 1 HR)

*"The value of
implementing even one
successful improvement
project can far exceed
the cost of the training,
delivering measurable
and lasting benefits to
the municipality and the
community it serves."*



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