<u>Kaizen Customized</u>

<u>Day 1</u>

Module: 1

- Understanding Kaizen, it's origin and culture
- Making waste visible – identifying the non-value-added activities in the organization Module: 2

  Ten Step Process

- o Define the Opportunity
- o Form the Team
- o Measure Current State
- o Identify actions
- o Verify Action Effectiveness
- o Implement Permanent Actions
- o Validate Actions
- o Create Standard Work
- o Replicate the Improvement
- o Do It Again

Problem solving and Improvement tools

- o Kaizen Boards
- o Pareto Analysis
- o Ishikawa/Fishbone Diagram
- o 5 Why? Why? Analysis
- o 5 S
- o FMEA/Risk Assessment

Day 2

Module: 3

- Three Kaizen approaches - Just Do its, Kaizen Events (PDCA) and Kaizen Blitz
- Brainstorming in kaizen events
- How to implement Kaizen & how to structure a Kaizen team? With practical exercises
  Making waste visible – Basically identifying the non-value-added activities in your

Module:4

Cost-benefit analysis on kaizen projects