

Training Programs

Application,
not Instruction



**True learning comes
from using your hands,
not just your ears**

KAIZEN™ College

Fellow KAIZENers, In 1985, Kaizen Institute was founded by Masaaki Imai, pioneering the original KAIZEN™ consulting firm, specialized in Continuous Improvement and achieving enterprise wide business excellence. Today, we are a global consulting firm active in all sectors. Since our humble beginning, we have come a long way in making great strides and significant contributions to our world through KAIZEN™.

From our deep on-site consulting roots, we have evolved and designed the comprehensive set of training programs to complement our consulting delivery. We support our clients to Learn (via training), Implement and sustain KAIZEN™ so that they can become faster, better and more cost efficient.

More importantly, we support organizations to develop a KAIZEN™ Culture through our KAIZEN™ Business System (KBS) and KAIZEN™ Change Model (KCM), which delivers sustainable higher performance.

A key objective of any organisation is to develop an environment of learning and coaching, so that the teams develop their own skills. Kaizen Institute, through its KAIZEN™ College programmes, is dedicated to developing people, supporting improvement and creating "Change Leaders".

KAIZEN™ College teaches practical solutions, using both classroom and "hands-on" practice at the real place where value is added, to show how improvement can be initiated and sustained. Each training program is unique as they incorporate at least two of the 4 G Pedagogy.

Salient features include

- Global standard: Common features & approach maintained across Europe, Africa, Middle East, the Americas and Asia-Pacific for the last several years.
- Limited Participation to ensure focused attention and quality.
- Unique Methodologies: 4 G Pedagogy leveraged at least 2 per program.
- Concepts are supported by practical observations/work on the "Gemba" (where possible), by ensuring that participants are exposed to real-life situations.

These programs are

- Designed to help the participants go beyond concepts while getting exposed to practicality of implementation.
- Hinged on contemporary KAIZEN™ (Kaizen drives Lean!) Values and Principles which are the corner stones for achieving goals of Operational Excellence.
- Rooted in practical concepts, which participants can apply immediately at work for better results.

**Sincerely,
Kaizen Institute Africa**

What does Kaizen Institute offer?

KAIZEN™ is at the heart of Lean transformation and Operational Excellence

We help organizations to learn, implement, sustain Operational Excellence and create a KAIZEN™ Culture.

Our Values

Practice what we preach “We practice KAIZEN™ every day in our office and in our daily work. You are welcome to our offices to see KAIZEN™ in practice.”



Flexible Office



Quick Changeover (Training Room to conference room)



Visual Management in the office – using kanbans, kamishibai cards, obeya room



Knowledge Zone (library) for learning organization

Why Kaizen Institute as your training partner?

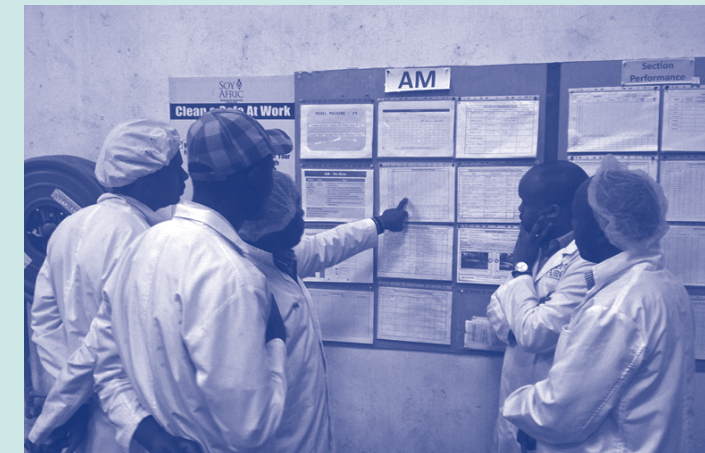
- More than 30 years of worldwide KAIZEN™ and Lean transformation experience
- 40+ business units (countries) operating in more than 60 countries
- The longest-running Lean consulting firm with the best global coverage
- Operational Excellence expert
- Standardized global delivery methodology

4G – Our pedagogy



Simulation game

To demonstrate the basic concepts of KAIZEN™/Lean/Operational Excellence



Group work

Think, share, learn



Gemba visits

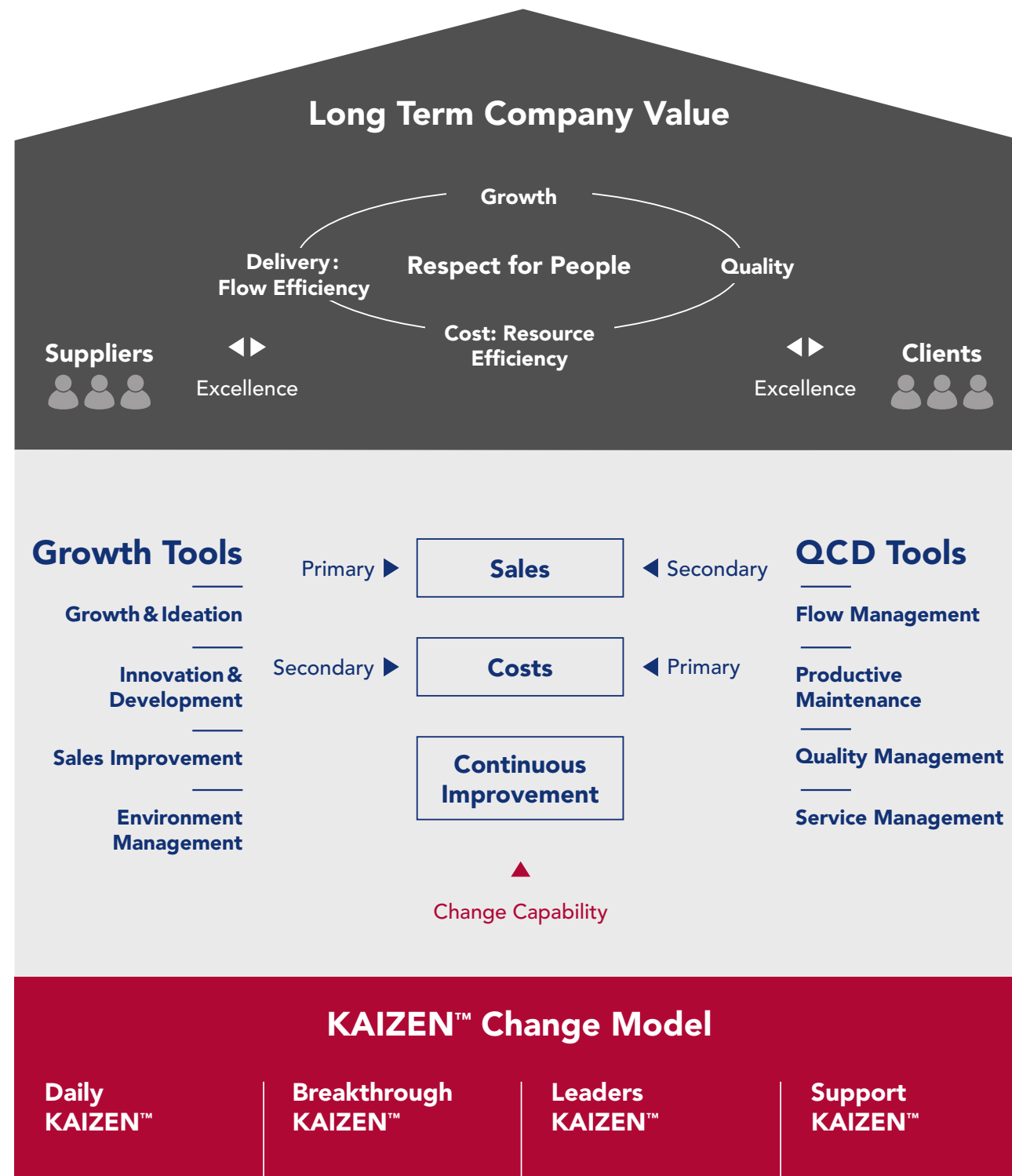
Learn by going to the real place



Guest faculty

For sharing their experiences & case studies with application of the subject knowledge

KAIZEN™ Business System



"Thank you for accepting to be part of us. You tailored us well throughout all the training sessions. All the training needs were brought out clearly to the audience. You made the training to be lovely and lively and all across the board of all members who attended. All have been empowered with KAIZEN™ tools to make BUL a lean company."

Mr. Kennedy Muhavi
Bidco Uganda Ltd., Jinja

Training Programs Offered

Standard Series

Problem Solver's Tool Kit

7 QC Tools & Root Cause Analysis
2 days

Standard Work - Key to Sustenance

Design WWW - Work without Waste
2 days

Lean Workstation Design

Bring Your Performance within Control
1 day

Lean Cell Design

U Shaped Cells – Why & How?
2 days

SMED - 10 Steps to Quick Changeover

To enable Flexible Manufacturing
1 day

Five S in Computers

Decluttered & Search Free
2 days

Simplify Business Processes in Service Functions

Improve Office Productivity
2 days

World Class Offices - The KAIZEN™ Way

Collaborative, Effective, Productive
1 day

Five S – The First Step of Improvement

Towards a Clutter-Free, Accident-Free, Search-Free
and Dirt-Free Work Place
1 day

Five S – The 5 Pillars of the Visual Office

Improves Office Productivity by 15 to 20%
1 day

Visual Management

For Improved Performance Control
1 day

Art & Science of Managing Inventories

Manage Inventories to Manage Cash Flow
2 days

Practical Application of Autonomous Maintenance

2 days

Practical Application of Planned Maintenance

2 days

The 3 Sources of Improvement

For All Processes
1 day

Collaborative Problem Solving

People Are Not Problems, People Solve Problems
1 day

Value Stream Mapping

Reveal The Hidden Wastes in Your Processes
2 days

The Scientific Way to Make Improvements

Improvement Can be learnt - Follow the 8 Steps
1 day

Introduction To TPM®

A 360° Approach to Equipment Management
1 day

Safety

The 6th (but not the last) S
1 day

Expert Series

Building JIT Supply Chains in India

Cut Waste from Logistics
2 days

Manage Office Routine & Performance The Visual Way

Extract Productive Time from Endless Meetings
1 day

The KAIZEN™ Way to Green Manufacturing

Lean is Not Enough, You Have to be Green as Well
2 days

Creating Obeya for Lean Performance Management

Right Measures, Measured Right
1 day

Learn Daily Work Management

Don't Let KAIZEN™ Fizzle Out
2 days

KAIZEN™ Kata

Journey from 'No-One' to 'Some-One' to 'Every-One'
Solving Problems
2 days

Create Pull Flow

Lean "in-factory" Logistics
2 days

Green Value Stream Mapping

Map, Measure & Minimize Green Hazards
1 day

Leadership Series

Leadership in Creating a Lean Culture

Become an Improvement Leader
1 day

Creating A High Performance Organization

Change or Perish – Future is Not Guaranteed
1 day

* Customized trainings are also offered

Global Certification Programs

KAIZEN™ Practitioner

Take Away

Masaaki Imai's seminal book "Kaizen - The key to Japan's competitive success" gets the credit for introducing the word KAIZEN™ to the western world. What intrigued the western world is also the sub-title. Kaizen Institute, through these modules, gives you the basic grounding in the foundations of KAIZEN™, Total Flow Management & Total Productive Maintenance® - to enable the learner with adequate know-how to lead improvement projects.

KAIZEN™ Coach

Take Away

Certified KAIZEN™ Practitioners are the ones who can qualify as Certified KAIZEN™ Coaches. Learners get the basics of TQM & TSM (Total Service Management or KAIZEN™ in the office) & advanced tools from the Lean & TPM® TM Tool boxes. Importantly, this is where the learner is exposed to the know-how of employee development & visual performance management aspects of KAIZEN™ that enable sustenance & ongoing continual improvement in an organization. The Coach program enables the learner to lead the Operational Excellence journey for an entire value stream.

KAIZEN™ Manager

Take Away

Certified KAIZEN™ Coaches are the ones who can qualify as Certified KAIZEN™ Managers. Setting direction by deciding strategic KPIs, aligning organization-wide improvement efforts by deploying these KPIs to operating levels; preparing execution plans; steering, monitoring & navigating the plans for effectiveness - are all included in the learning. This program also enables the learners to develop an understanding of how KAIZEN™ is a culture / way of life & the role of the leader to build that culture. KAIZEN™ Managers are equipped to lead Operational Excellence in an enterprise. entire value stream.

Global Certification Programs Overview



KAIZEN™ Practitioner

KAIZEN™ Foundations
4 days

Total Flow Management (TFM) Basics
4 days

Total Productive Maintenance (TPM®)
4 days



KAIZEN™ Coach

Advanced TFM
4 days

Advanced TPM
3 days

Total Quality Management (TQM)
4 days

KAIZEN™ Coach
(Including Daily KAIZEN™, Support KAIZEN™, Lean Accounting)
4 days

Examination
2 days

Total Service Management (TSM)
4 days



KAIZEN™ Manager

Advanced TFM
4 days

Advanced TPM
3 days

Total Quality Management (TQM)
4 days

KAIZEN™ Coach
(Including Daily KAIZEN™, Support KAIZEN™, Lean Accounting)
4 days

Examination
2 days

Total Service Management (TSM)
4 days

* Each levels can be completed only when previous one is done. Examination & Projects at site TPM is a registered trade mark of JIPM. Customized trainings are also offered.

African Certification Programs

Starter Set

Kaizen Institute Africa launches a starter set of certification programs designed to facilitate globally competitive manufacturing. These programs impart skills for real-life application of Operational Excellence & culture building practices.

Advanced Set

The advanced set of certification programs is designed to enable Operational Excellence practitioners to take the next big leap in developing their individual and organizational competence.

African Certification Programs

Overview

Starter Set

Leadership for Operational Excellence

For Customer Oriented, Employee Driven Competitiveness
4 days

Lean Basics

Towards Waste Free Manufacturing
4 days

TPM® Basics

For Improving Operator & Equipment Effectiveness
4 days

Simplified Problem Solving

From Variability to Stability
4 days

Operational Excellence for Office-based Services

For Manufacturing & Service Sectors
4 days

Green Manufacturing

Measure & Minimize Carbon Footprint, Air & Water Pollution Generated by Production Processes
3 days

Culture Building for Operational Excellence - Basics

From Intention to Action
4 days

Five S – Implementation & Audit

For Shop floors, Utility Areas, Stores & Offices
3 days

Advanced Set

Lean Advanced

Towards Waste Free In-Factory & Supply-Chain Logistics
4 days

TPM® Advanced 4 days

For Improving Factory Effectiveness
4 days

Advanced Problem Solving & Problem Prevention

Including Design-of-Experiments & Poka - Yoke
5 days

Culture Building for Operational Excellence – Advanced

Smart Thinking to Smart Action
4 days

* Each levels can be completed only when previous one is done. Examination & Projects at site TPMTM is a registered trade mark of JIPM. Customized trainings are also offered.

KAIZEN™ College on the internet

Register now online easy and fast

Registration

You can find and register our training programs on our website under “Learn KAIZEN/Training”. We are looking forward to welcoming you to one of our open/public training programs.

afr.kaizen.com

At your site, in- company:

Drop us a line if you want us to conduct on-site, in-company training programs exclusively for your teams. The programs can be customized and tweaked to meet your requirements.

**“Excellent learning.
Can’t wait to practice it.”**

Mr. Vincent Seremba
Steel & Tubes, Kampala

Improving the World with Everyone, Everywhere, Every Day – The KAIZEN™ Way

Over the last three decades, Kaizen Institute has been the leading provider of a sustainable, competitive advantage for all industries. Our clients achieve successful organizational transformations with a long term, people-based business excellence system.

We help them improve quality, cost, delivery, service and motivation which leads to better results, growth and development. Our defined methodologies increase the ability to change and significantly transform the organizational culture.

We work with people at all levels to be equipped with the principles and tools necessary to enhance only value added activities. As a result, business goals and high values are achieved throughout the entire organization. Kaizen Institute provides authentic, practical and holistic services worldwide.

We serve our clients through consultation, training and certification programs, seminars and networking events, benchmarking and insight tours, award programs, and various publications including books, training materials and online learning.

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