

## Business Excellence - Kaizen

*Three Days - 6-8 hours each Day*

### OVERVIEW

Achieving business excellence within a company comes from optimizing a work environment to deliver desired goods and services. Kaizen is one such approach that will enable such an environment. Kaizen is a Japanese term meaning "change for the better" or "continuous improvement." It is a Japanese business philosophy regarding the processes that continuously improve operations and involve all employees. Kaizen sees improvement in productivity as a gradual and methodical process. The concept of kaizen encompasses a wide range of ideas.

Some of the key objectives of the kaizen philosophy include quality control, just-in-time delivery, standardized work, the use of efficient equipment, and the elimination of waste. The overall goal of kaizen is to make small changes over a period of time to create improvements within a company. Improvements can come from any employee at any time. The idea is that everyone has a stake in the company's success and everyone should strive, at all times, to help make the business model better.

Kaizen involves making the work environment more efficient and effective by creating a team atmosphere, improving everyday procedures, ensuring employee engagement, and making a job more fulfilling, less tiring, and safer.

### PROGRAM OBJECTIVES

Students will gain an understanding and learn to leverage improvement tools in the following:

- Understand the key concepts of Kaizen
- Gain knowledge on the management and practices of Kaizen
- Learn how to implement Kaizen activities to eliminate waste and improve the organization's performance
- Learn the tools and techniques for problem solving
- Understand the critical role of management in Kaizen implementation

### BENEFITS

- Business gains increased productivity, safety and employee engagement
- Establishes a continuous improvement methodology to enhance the culture
- Employees can take direct ownership for area improvements

### PLANNING INFORMATION

- 6 to 8 hours / day in length workshop content delivery, depending on lunch and breaks
- Tables, white board, and projector/monitor, lunch should be brought in to maintain the schedule
- The session can be offered virtually as well, due to today's challenges.

### WHO SHOULD ATTEND:

- Operations' professionals, Engineers, Leaders/ Managers
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