

Manufacturing companies in the Dakotas in partnership with the Impact Dakota (formerly Dakota MEP) are working together on a program to build Lean Enterprise capacity within manufacturing companies and the manufacturing industry. Program participants will receive a Lean Knowledge Certificate and, as a recommended option, prove their proficiencies by passing the Society of Manufacturing Engineers (SME) Bronze Level Certificate Examination provided. All options include an on-site Lean Enterprise assessment prior to start of the program.

Option 1: Lean Enterprise Course with Lean Bronze Exam *plus* Project Portfolio Assistance, *with* one (1) Kaizen Blitz

Option 2: Lean Enterprise Course with Lean Bronze Exam

Note: One additional company kaizen blitz is included with any option if there are four (4) or more attendees from the same company. Option 1 includes a company kaizen blitz, regardless of company attendance, and also includes project portfolio guidance.

Manufacturer Partner Financial Commitment Per Participant	
Total Cost (Option 1):	\$2,995
Total Cost (Option 2):	\$1,995
Optional: State Workforce Development Grant This funding or a portion of (if approved) will be reimbursed directly to the manufacturer by North Dakota Job Service Workforce 2020 program.	Option 1: \$698-\$997 Option 2: \$612-\$875

The accompanying pages provide the program definitions, proposed dates and suggested target participants. To participate in this Program, the Manufacturer agrees to the following:

1. To pay Impact Dakota the per-participant amount selected from the option(s) above.
2. To make a timely application to the appropriate state workforce development organization for **reimbursement** of \$X per participant. Impact Dakota can assist with the application process.
3. To make our best efforts to schedule the participants so they can fully participate in the program. To commit the time and resources for a group tour of the plant, and host at least one group kaizen event.
4. To provide constructive feedback on the program, including participation in a NIST MEP confidential, 3rd party survey after completion. *See page 3 of this document for more information about survey.*

We understand the above listed commitments required to participate in the Certificate of Knowledge Lean Enterprise Training & Certification Program, and agree to work with Impact Dakota on the program.

Company Name _____

Authorized Manufacturer Representative _____
Name / Title

Date: _____

Please provide a copy of this completed commitment to: Reza Maleki, Impact Dakota, 4141 38th St SW, Suite 1D, Fargo, North Dakota 58104. Email: rezam@ImpactDakota.com, Phone: 701.367.8664, Fax 701.271.9403.

The Industry Certification Standard: The alliance created and maintained by SME, AME, The Shingo Institute and ASQ brings industry together with this rigorous Lean Certification program to set the standard for Lean practices and principles across the globe.



Both options 1 & 2 target companies on Lean journeys, internal Lean champions, practitioners and consultants charged with facilitating those lean transformations. Those that successfully complete this course, and pass the Lean Bronze examination will have demonstrated and be fully capable of leading lean tactical projects within their respective organizations. **Impact Dakota will fully prepare the participants for, and proctor the Society of Manufacturing Engineers (SME) Lean Bronze Examination.**

To achieve full Lean Bronze Certification, the participant must successfully complete a project portfolio. Impact Dakota prepares and guides the participants through to SME Lean Bronze Certification. **One 2-day kaizen blitz is included with Option I, along with assistance with project portfolio development.**

Lean Enterprise Certification Program Course with Optional Company Kaizen and Project Portfolio Development							
Learning Units and Activities	Fall 2016 FARGO LECP Calendar						
	6-Sep	20-Sep	4-Oct	18-Oct	1-Nov	15-Nov	December 6-7*
Principles of Lean (101) Workplace Organization (5S)	Class 8 Hours						
High Performance Teams Standardized Work		Class 8 Hours					
Lean Machines (Quick Changeover and Total Productive Maintenance) Managing Flow			Class 8 Hours				
Cellular Manufacturing Value Stream Mapping				Class 8 Hours			
Root Cause Analysis/Problem Solving Exam Review and Preparation					8 Class Hours		
SME Lean Bronze Exam						Exam 3 Hours	
Practical Application: 2-Day Shared Kaizen Event							Project 16 Hours

* Alternative dates to be discussed

POST LECP TRAINING SURVEY

The NIST MEP confidential, 3rd party survey which will be administered six months after the completion of the training includes a number of questions that your will company will be asked to answer. The tables below show sample performance matrices that can be used to measure the productivity gains that your company can realize as a result of applying the knowledge gained by participating in Impact Dakota LECP training and, if applicable, by participation in kaizen events. The survey will be sent to your company after the conclusion of training and/or project. **Please note that Impact Dakota staff will be providing help to capture relevant data so you may be able to complete the tables.**

PROJECT MEASUREMENT CHART

Please provide any measurements that are the target of this project, or are overall targets of performance desired from Lean activities:

Key Measure	How Will This Training and/or Project (s) Impact the Measure (annualize)?	Current Performance	Target Performance	Can it be Measured?	Measurement System Needed?
Sales (increase / retain)					
Cost Savings - Labor					
Cost Savings - Inventory					
Cost Savings - Materials					
Cost Savings - Other					
Jobs (create / retain)					

Return on Investment Measure	Project Costs	Financial Gain (as a Result of Project/Training)	Return on Investment Ratio (Gain/Cost)
	\$	\$	:

RELATED INVESTMENT CHART

In addition to determining Measures and Return on Investment what additional investment(s) will the Client make related to this Project that they may need help with and/or may need help in avoiding or saving on? Related investment clients make along with and/or as part of their improvement projects is another measure that our organization and our government investors track.

Investment	Estimated Amount	Description	Assistance Needed?
Plant or Equipment	\$		
Employee Skills - Workforce	\$		
Information Systems – Software	\$		
Other Areas	\$		
Total Investment	\$		