



P.O. Box 12 • Randolph Center, VT 05061-0012 • Tel 802 728-1432 • In VT 800-MEP-4MFG • www.vmec.org

## VMEC Lean Fundamentals Certificate Series

Lean Manufacturing is a proven philosophy and journey that uses manufacturing performance as a competitive weapon. Lean Manufacturing is a systematic approach to improving the speed and efficiency of any process by continuously identifying and eliminating “waste” (non-value adding activities) in all phases of the enterprise.

### Company Benefits of Learning and Properly Implementing Lean:

- \* A proven, unbeatable way to organize production, planning, and office operations
- \* Improved Employee Satisfaction and Teamwork
- \* Improved Customer Satisfaction
- \* Reduced Lead Times
- \* Reduced finished goods inventories
- \* Reduced Work-In-Process inventory
- \* Reduced Costs
- \* Improved Quality
- \* Reduced Cycle Times
- \* Improved On-time Performance

### Individual Benefits: Why should I begin the Lean Journey?

- \* To learn proven methods and skills that will bring process and improvement focus to life
- \* To learn proven methods and skills to see, attack, and solve problems
- \* To develop career-planning milestones, advance my learning, and gain a portable credential

### Workshops under the Lean Fundamentals Certificate Series include:

- 1) Principles of Lean Manufacturing 101
- 2) The 5S Visual System (Workplace Organization)
- 3) Structured Problem Solving
- 4) Value Stream Mapping for Factory Floors and Front Offices
- 5) Set-Up Reduction

**NOTE: All workshops in this series must be presented by a VMEC Professional Manufacturing Advisor and not a consultant retained by VMEC.**

Completion of this Series must take place in an 18 month period and will result in VMEC Certification in the Lean Fundamentals Certificate.

**As a BONUS for completion of the Lean Fundamental Series**, you will receive one complimentary/no charge seat (a normal \$890 VMEC value) in the **2-day SME Lean Bronze Certificate Review Course** that VMEC is authorized by SME to provide. The VMEC Review Course is scheduled in the spring and fall of each year. This Course is very effective in preparing candidates for the separate 3-hour, Bronze-level SME Lean Certification Exam. Prior attendance at appropriate VMEC workshops counts towards the VMEC Review Course BONUS offer only if the workshop was attended within the prior 3 years; and Review Course attendance must take place within 18 months of Series completion. SME Lean Certification info is available at: [www.sme.org/leancert](http://www.sme.org/leancert).



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## **VMEC's Lean Fundamentals Certificate Series is a perfect preparation for the SME Lean Bronze Certification**

Designed by three organizations – the Society of Manufacturing Engineers (SME), the Association for Manufacturing Excellence (AME), and The Shingo Prize for Excellence in Manufacturing – this alliance has established the standard for continuous improvement and Lean practices. In addition to the 2-day review course and 1/2 day exam, VMEC offers a 2-hour overview of the Lean Certification process in order to help you determine if certification is right for you or someone in your company.

### **Why seek certification?**

- Develop career-planning milestones
- Gain a portable, career credential
- Share and gain Lean knowledge through mentoring others
- Align to the Lean knowledge and competency standard
- Attain abilities recognized across the industry
- Develop a portfolio of your experience

### **What is required for SME Lean Bronze Certification?**

- The equivalent of 80 hours of Lean training (VMEC training counts toward this requirement)
- A thorough knowledge of Lean basics captured in four commonly read books and confirmed with a multiple-choice exam.
- The development of a portfolio of Lean Experience based on PDCA methods

## **VMEC Lean Office Certificate Series**

This series is structured not only to give you the tools to fix the problems you never wanted, but also to maintain changes and continue to make your office the most efficient and effective it can be. Don't be fooled by the word "office" in the descriptions. These workshops are designed for any place that juggles a lot of paper (real or electronic), whether it is purchasing, accounting, engineering, doctor's offices, banking, etc. Just a few of the benefits of a Lean office environment are improved efficiency, cost savings, complex processes simplified, and faster customer response. Who wouldn't want that?

### **Workshops under this series include:**

- 1) Fundamentals of Lean Office 101
- 2) Value Stream Mapping for Factory Floors and Front Offices
- 3) Structured Problem Solving
- 4) Office 5S – Office Organization and Standardization

**NOTE: All workshops in this series must be presented by a VMEC Professional Manufacturing Advisor and not a consultant retained by VMEC.**

Completion of this series must take place in an 18 month period and will result in a VMEC Certification in the Lean Office Series.

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