KAIZEN™ College

KAIZEN™ College is a training program oriented to the different levels and functional areas of organizations. It aims to develop skills in the area of continuous improvement, conveying theoretical and practical knowledge through exercises / simulation games and success stories. In this way, KAIZEN™ College aims to empower all participants to contribute to the improvement of the results of their organizations. Kaizen Institute South Africa provides a calendar annually with a set of training events to be carried out in inter-enterprise format, in different locations. Training events can also be intra-company, being customized according to the specific needs. These events have an essentially practical character, with emphasis on performing exercises in the workplace.

Structure of KAIZEN™ College

The goal of an organization is to continually improve results, being that the ability to adapt to change is a crucial point. Faced with this challenge, it is necessary to create behaviours and routines of improve teams and develop improvement projects supported by KAIZEN™ and Lean systems and tools. Cultural transformation is based on a set of fundamental principles and concepts that develop the KAIZEN™ Lean attitude and increase belief in and motivation for improvement. In this context, the KAIZEN™ College Training Program is divided into the “KAIZEN™ Foundations & Culture” and “KAIZEN™ Support Tools”. Mastery of these approaches will happen in a gradual and effective manner with guaranteed results.
Kaizen Institute was founded in 1985 by Masaaki Imai. Currently, it operates more than 40 offices in 6 continents, applying KAIZEN™ and Lean methodologies to all sectors of the economy.

KAIZEN™ is a philosophy of continuous improvement of Japanese origin that means to change for the better, every day, in all areas of the company and involving all employees.

The mission of Kaizen Institute is to challenge and support organizations with World Class Results. We support leaders in the design and implementation of pragmatic solutions that generate Growth Results and Business Profitability.

KAIZEN™ applies to organizations in any sector, public or private, and of any size.

About Kaizen Institute
KAIZEN™ Business System

Long-term Company Value

- Growth Model = Sales & Innovation Excellence
- QCD Model = Operational Excellence

RESPECT FOR PEOPLE

SALES

COSTS

CONTINUOUS IMPROVEMENT

KAIZEN™ Change Model

PRIMARY

SECONDARY

KAIZEN™ College

Growth Model = Sales & Innovation Excellence

QCD Model = Operational Excellence

Long-term Company Value

Respect for People

COSTS

SALES

CONTINUOUS IMPROVEMENT

KAIZEN™ Change Model

PRIMARY

SECONDARY
KAIZEN™ College Courses

Leaders KAIZEN™
Manager Development Program
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KAIZEN™ Foundations & Culture

Program
- KAIZEN™ and KAIZEN™ Business System
- Paradigms and Resistance to Change
- KAIZEN™ and Lean Principles
- Added Value and the 7 types of Waste
- Continuous Improvement Base Tools: 5S, Standardization and 3C
- Simulation Exercises
- Case Study

Main benefits
- Understand the KAIZEN™ fundamentals and their impact in the day-to-day of organizations;
- Learn to overcome natural resistance to change and develop an open attitude to new ideas;
- Know how to identify and measure waste;
- To learn principles and tools of Continuous Improvement;
- Knowing success stories in the implementation of a culture of Continuous Improvement.

Duration
1 Day

The course establishes the importance of Continuous Improvement, introducing the key KAIZEN™ Lean concepts and tools.

KAIZEN™ Foundations

The course establishes the importance of Continuous Improvement, introducing the key KAIZEN™ Lean concepts and tools.
Leaders KAIZEN™ Manager Development Program

Program
• KAIZEN™ Strategic Positioning
• Continuous Improvement Management Model
• Fundamental KAIZEN™ Leadership Concepts
• Implementation Model:
  - Learning to See
  - Setting the Targets
  - Leading the Change
  - Sustaining the Change
• Simulation Exercises
• Case Study

Main benefits
• Improve the performance of management teams to achieve the goals and strategies
• Assess what behaviours and management systems are needed for good implementation and monitoring of teams;
• Know success stories in implementing Leaders KAIZEN™.

Duration
1 Day

Daily KAIZEN™ Team Leader Development Program

Program
• Continuous Improvement Management Model
• Leaders’ Standard Work
• Implementation Model:
  - Team Coordination
  - Organization of Workspaces
  - Most practices SDCA
  - PDCA enhancement
• Team Development Plan
• Simulation Exercises
• Case Study

Main benefits
• To prepare the operational leaders for the implementation of continuous improvement in their teams;
• Develop the capacity of leaders and team members to improve their areas and work processes;
• Create a culture of improvement, starting with the “Gemba” organization;
• Know success stories in applying Daily KAIZEN™.

Duration
2 Days
Breakthrough KAIZEN™ Planning and Event Leadership KAIZEN™

Program
- Continuous Improvement Management Model
- Value Stream Planning
- Continuous Improvement Project Cycle
  - Mission Control
  - KAIZEN™ Events
  - A3 Thinking
  - Facilitation techniques with Post its
  - Events Closing & Value Review
  - Simulation Exercises
  - Case Study

Main benefits
- Learn how to plan and manage KAIZEN™ events in cycles of 3 to 6 months;
- Learn tools that can streamline and management KAIZEN™ events with multidisciplinary teams (a project Leader and a team of experts);
- Know how to effectively close KAIZEN™ events and measure results;
- Know success stories of implementing Breakthrough KAIZEN™.

Duration
2 Days

“Kaizeng” method should touch every area of the business, involve and empower all people within the organisation, not just management. It cannot be a short-term solution - in fact it is a continuous, long-term strategy.”
KAIZEN™ Support Tools

KAIZEN™ Lean Manufacturing

Program
- Principles of Flow Creation
- Creation of Flow in Production
  - Layout and Line Drawing
  - Standard Work, SMED
  - Automation of Low Cost
  - PDCA enhancement
- Team Development Plan
- Simulation Exercises
- Case Study

Main benefits
- Know how to optimize layout and resource loading;
- Develop the capacity of leaders and team members to
  improve their areas and work processes;
- Understand and implement one piece flows where most effective;
- Focus on simplification before optimization so as not to optimize muda;
- Learn the principles of muda in operator movements;
- Know success stories in applying KAIZEN™ Lean in Manufacturing.

Duration
2 Days

KAIZEN™ Lean Maintenance

Program
- Total Productive Maintenance
- OEE and Kobetsu KAIZEN™
- Autonomous maintenance
- Planned Maintenance
- Stocks Management of Maintenance Materials
- Simulation Exercises
- Case Study

Main benefits
- Mastering the application potential of KAIZEN™ methodologies maintenance of equipment and facilities;
- Know how to apply the methodologies
  KAIZEN™ to improve efficiency;
- Increased equipment life and reduced maintenance costs;
- Learn the principles and measures to achieve zero accidents, zero losses, zero defects and zero failures;
- Knowing successful cases in the application of KAIZEN™ Lean in Maintenance.

Duration
2 Days

The course addresses Continuous Improvement in manufacturing with a focus on flow, standardization of work and optimization of resources.

It addresses Continuous Improvement in the area of equipment efficiency and maintenance. It helps you learn how to effectively manage and empower maintenance teams.

It addresses Continuous Improvement in manufacturing with a focus on flow, standardization of work and optimization of resources.
KAIZEN™ Lean Logistics

Program
- Principles of Flow Creation
- Flow in External Logistics
  - Warehouse Design
  - Milk-run
  - Storage
  - Picking and Shipping
  - External Pull Planning
  - Simulation Exercises
- Case Study

Main benefits
- Identify and measure waste in warehouses;
- Realize the impact of the application of KAIZEN™ Lean operation of warehouses;
- Know different storage solutions and their advantages and disadvantages;
- Know how to create flow in the logistic operations of storage and transport;
- Define key indicators and measurement methods to accompany the performance of warehouses;
- Knowing success stories in the application of KAIZEN™ Lean in warehouses and transport.

Duration
2 Days

KAIZEN™ Lean Healthcare

Program
- KAIZEN™ Principles in Health
- Flow and Resource Efficiency
  - Standard Work
  - SMED, 5S
  - Visual management
  - Supermarkets, Mizusumashi
  - Simulation Exercises
  - Structured Problem Solving
  - Patient Experience Mapping
- Simulation Exercises
- Case Study

Main benefits
- Learn to improve the quality and efficiency of the Health Services;
- Understand the importance and impact of Continuous Improvement in Health;
- Knowing tools to optimize resources and change the current situation;
- Understand strategies to increase added value for the patient;
- Know how to optimize the communication, planning and performance of teams of health professionals;
- Know success stories in the application of KAIZEN™ Lean in Health.

Duration
2 Days

KAIZEN™ Support Tools

It is a course that teaches Continuous Improvement tools for areas of Health, increasing patient focus, increasing efficiency and reducing errors and waiting times.
KAIZEN™ Lean Office

Program
- Lean Management in Services
- Process Efficiency
  - Process Mapping
  - Standard Work and Automation
  - File and Stock Management
- Process Quality
  - Structured Problem Solving
  - Quality Matrix
- Simulation Exercises
- Case Study

Main benefits
- Understand the importance of Continuous Improvement for excellence in transactional areas;
- Enable the design and implementation of solutions for the process’s improvement;
- Knowing success stories in applying the KAIZEN™ Lean in transactional areas.

Duration
1 Day

KAIZEN™ Customer Experience

Program
- Lean Management in Services
- Market Segmentation
- Voice of the Customer Survey
- Customer Experience Mapping
- Design of the Client Environment
- Improved customer interaction
- Follow-up
- Quality Control of the Service
- Simulation Exercises
- Case Study

Main benefits
- Understand the importance of Continuous Improvement in identifying opportunities in the services/products offered;
- Identify how the customer sees the organization by putting the interactions with the company in a broader context of activities, measures and goals;
- Gain tools for greater increase in market share;
- Knowing success stories in the application of KAIZEN™ Lean in service to clients.

Duration
1 Day
KAIZEN™ Project Management

Program
• Transition from a Traditional Project Management Method to a Lean KAIZEN™ Model
• Fundamentals of KAIZEN™ Project Management
  - Project Design
  - Phase Gate Model
  - Flow Cells & Standard Work
  - Project Initiation
  - Visual Management (Obeya Control)
  - Project Full Planning
  - Portfolio Management
• Simulation Exercises
• Case Study

Main benefits
• Understand the role of Continuous Improvement in the good performance of a project;
• Learn the Toyota method to manage projects achieving a better quality, cost reduction, Lead Time reduction and reduction of Time to Market;
• Learn strategic, tactical and operational tools for better project management;
• Knowing successful cases in the application of KAIZEN™ Lean in project management.

Duration
2 Days

KAIZEN™ Support Tools

It is a course that deals with project management from a Continuous Improvement perspective. Its objective is to teach how to increase quality and profitability by shortening deadlines.

KAIZEN™ New Product Development

Program
• Transition from a Traditional Method of Innovation and Development to a KAIZEN™ IDM Model
• Fundamentals of Innovation and Development KAIZEN™
• Set Based Engineering
  - Customer Interests, Feasibility Planning
  - Learning Cycles, Integration Events
• Accelerated Product Development
  - Initiation, Project
  - Industrialization and Market Introduction
• Simulation Exercises
• Case Study

Main benefits
• Understand how to implement and improve innovation processes and product development;
• Implement the conceptual design of new products using Set Based Engineering;
• Improve the processes of industrialization and market introduction;
• Understand QCDM-related benefits of Innovation and Development;
• Knowing success stories in the application of KAIZEN™ Lean in product development.

Duration
2 Days

KAIZEN™ College
KAIZEN™ In Sales

Program:
- KAIZEN™ Growth Model
- Sales Value Stream Analysis and Diagnosis
- Sales Force Management:
  - Capacity of sales
  - Training and Training Process
  - Selection of objectives
  - Sales Funnel Management
  - Value Selling B2B and B2C
  - Simulation Exercises
  - Case Study

Main benefits:
- Know how to improve team performance and productivity to achieve the desired sales;
- Understand the gaps between the sales capacity and the needs so that the team focuses on clients with greater potential;
- Learn how to improve team sales process;
- Develop sales process standards to achieve improved conversion rates in face-to-face sales situations.

Duration
2 Days

KAIZEN™ Mexcellence MPS Master Class

Program:
- Maintenance Concepts
- Scheduling
- Work Management and Execution
- Backlog Management
- Work Order Closure and Documentation
- Work Order Status Control and Continuous Improvement
- Materials Management
- Preventive Maintenance

Main benefits:
- Attendees will learn how to measure your maintenance effectiveness;
- What maintenance planning and scheduling is, why it is required and how to implement it;
- How to develop a detailed job plan;
- Understand roles and responsibilities of a planner and scheduler;
- How to manage maintenance backlog;
- Understand how to assess your current maintenance work management practices.

Duration
2 Days
Contact

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