

Green Belt Project Guidelines



The Green Belt Certification program includes the completion of a Green Belt Project to demonstrate the skills and tools participants learn in the program while adding value to their organization. The projects follow the Lean Six Sigma DMAIC methodology:

- Define** Define the project goals and scope
- Measure** Capture the Current State of your process
- Analyze** Get to the source of your process problems
- Improve** Design and implement lean solutions
- Control** Ensure the lean solutions are sustainable

Green Belt Project Checklist

- Accomplishable in 3 months
- Project focuses on improving a real existing process
- The process has a measurable baseline and improvements can be easily quantified
- Project scope aligns with the strategic objectives of the organization
- The problem does not have a known and obvious solution to be implemented
- Green Belt Candidate has the knowledge, authority and ability to implement improvements
- Project scope is limited to one business area or department
- Expected project savings or financial benefits including cost avoidance of at least \$50,000
- Requires the application of multiple lean tools (e.g. Process Mapping, Waste Analysis, SMED, Kanban, 5S, Statistical Data Analysis, etc.)

Example Green Belt Projects

Manufacturing

- Increase product quality and reduce re-work activities
- Reduce process cycle time and align with customer demand
- Reduce quantity and frequency of process errors

Service

- Reduce the frequency and quantity of late delivers to customers
- Reduce cycle time for service delivery

Office & Administration

- Reduce cycle time and improve quality of new employee onboarding
- Reduce back office operating costs

