



# Information Session: Green Belt Certification

Friday, January 7, 2005 – 8:00 a.m. to 10:00 a.m.

### Who should attend?

If you are familiar with the concepts of Six Sigma and are interested in becoming a certified Green Belt, or ultimately a Black Belt, this information session is for you.

It would be very beneficial to have a workplace champion/sponsor attend this information session as well. The champion/sponsor is an executive accountable for the green belt project completed by the participant.

Note: The Green Belt projects should be selected and scoped to deliver a net return on an organization's Six Sigma Green Belt training investment (approximately \$50,000 to \$75,000 quantified return), and should be manageable and doable in 3-4 months.

### Objectives of Green Belt Certification:

- To develop functioning Green Belts capable of solving process issues.
- To demonstrate a return for participating organizations on the Green Belt investment.
- TO provide an economical local approach for organizations to develop Certified Green Belts.

### Objectives of the Green Belt Course:

- To learn the fundamental concepts of Six Sigma;
- To learn the fundamental Six Sigma improvement methodology;
- To learn fundamental building-block tools;
- To develop critical thinking;
- To develop facilitation, coaching, and presentation skills;
- To develop data analysis skills using Minitab;
- To get "real" results by applying Green Belt skills to a strategic project.

### DRAFT Proposed Green Belt Process:

What	When	Who	Objective
2 hour Green Belt Information session	December/04 & January/05	Potential Green Belt Candidates and their Champions/sponsors	To gather enough information to make a Go/NoGo decision re: Green Belt participation
½ Day Green Belt and Champion preparation meeting	January/05	Potential Green Belt Candidates and their Champions/sponsors	To clarify the role of the Green Belt Project Sponsor and Champion To draft a Green Belt Project Charter
Green Belt Classroom training	5 days, starting in January or February/05	Green Belt candidates	To develop Green Belt competency
Green Belt Project	4 Months starting January or February/05	Green Belt candidates and project team	To successfully complete a Green Belt level project
Champion Support	½ day February and ½ day upon completion of Green Belt class training	Project Champions/sponsors	To prepare Champions to successfully fulfill their Six Sigma role
Green Belt Graduation & project sharing forum	End of May, 2005	Green Belt candidates and Champions	To celebrate/recognize the Green Belt accomplishments

### REGISTRATION: Please fax to QNET (204) 949-4990 or register online at [www.qnet.mb.ca](http://www.qnet.mb.ca)

Name \_\_\_\_\_

PAYMENT: ? Please Invoice ? VISA ? AMEX ? MasterCard

Organization \_\_\_\_\_

Card # \_\_\_\_\_

Ph \_\_\_\_\_ Fax \_\_\_\_\_

Expiry \_\_\_\_\_

Email \_\_\_\_\_

Cardholder \_\_\_\_\_

FEE: 21.40 (includes \$1.40 g.s.t., G.S.T. Reg # 899755334RT)

Signature \_\_\_\_\_

Event confirmation will be faxed prior to the session and will include location details. Cancellations must be received in writing by Mon, Jan 3/05. After that time, the full registration fee will apply and only replacement participants will be accepted. Invoices sent for non-attendance.

**Over for more details...**

# Information on Green Belt Certification, continued...

## Cost for Green Belt Certification:

- \$3,000 (approx) per participant to attend the 5 day course; includes;
  - Course materials
  - Textbook: What is Six Sigma by Pande
  - Textbook: Flawless Consulting by Block
  - Textbook: Making Sense of Data by Wheeler
- Project/Leadership Consulting Support – extra at \$3,000.00 CDN per day \$1,500.00 CDN per ½ day to be invoiced directly to the client organization as incurred.
  - Recommended ½ day per month support through to project completion to support each Green Belt Project.
- Note: The projects should be selected and scoped to deliver a minimum \$50,000 to \$75,000 quantified return.

## Keys to Six Sigma Success:

- Committed Executives
- Clearly defined Six Sigma Goals and Roles
- High Quality Green/Black Belt candidate selection
- Well scoped, strategic projects
- Disciplined application of Six Sigma methods.
- A results-oriented focus.
- Credible, knowledgeable Six Sigma consulting guide.

The Green Belt course has some Minitab Exercises built in. It is recommended, but optional, that participants have portable computers with Minitab loaded (a free 30 day trial download is available – [www.minitab.com](http://www.minitab.com)).

## Criteria for Green Belt Certification:

- Successful completion of training and Green Belt examination;
- Successful completion of project demonstrating Green Belt level competence

## Overview of Long Term Plan toward Black Belt Certification:

- Step 1: Green Belt Certification Requirements:
  - 5 days classroom training and Green Belt examination.
  - Complete 1 project to the satisfaction of the Six Sigma Consultant and the project Champion.
- Step 2: Green Belt Plus Certification (about 6 months later):
  - Prerequisite: Green Belt Certified
  - 5 days classroom training and Green Belt Plus examination.
  - Complete 1 project to the satisfaction of the Six Sigma Consultant and the project Champion
- Step 3: Black Belt Certification (about 6 months later):
  - Prerequisite: Green Belt Plus Certified
  - 10 days classroom training and Black Belt examination.
  - Complete 1 project to the satisfaction of the Six Sigma Consultant and the project Champion.

## Six Sigma Consultant – Vern Campbell:

Vern Campbell is General Manager of CML Northern Blower and is also an Affiliate Consultant with Bluefire Partners. Bluefire Partners is a leading management consulting firm that specializes in assisting clients to implement Six Sigma within the framework of an integrated Enterprise Improvement System.

Northern Blower is currently working to integrate Six Sigma methods, the Toyota production System, ISO 9000:2000 and Strategy Management into an overall Enterprise Improvement System. Previously, Vern was the Quality Coordinator at Manitoba Hydro with responsibility for implementing Manitoba Hydro's Quality Improvement Initiative.



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