



**HIGH PERFORMANCE**  
s o l u t i o n s i n c



**Canadian  
Manufacturers &  
Exporters**  
British Columbia

## 2010 LEAN WORKSHOPS

*Continuous Improvement for all working environments*

An organization that focuses on lean principles is able to produce more with existing resources and eliminate activities that are non-value added.

**Workshop are presented  
by Bob Adams, Senior Partner or  
Jay Warren, Senior Consultant  
with High Performance Solutions.**

### One Day Lean Workshops

8:30 am – 4:30 pm (lunch included)  
**\$149.00** per person plus GST.

**Douglas College, David Lam**  
1250 Pinetree Way, Coquitlam, BC

**To Register: Fax: 604-677-5288**  
Email: [badams@hpsinc.ca](mailto:badams@hpsinc.ca) OR  
[jwarren@hpsinc.ca](mailto:jwarren@hpsinc.ca)

(Seating is limited, register soon)

**Achieving**  
*Results*  
through people to  
**Increase**  
*Productivity*

### Registration

Name \_\_\_\_\_

Company \_\_\_\_\_

Position/Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Province/State \_\_\_\_\_ PostalCode/Zip \_\_\_\_\_

Best telephone number \_\_\_\_\_

Your best email address \_\_\_\_\_

Registration Fee— \$149.+GST

SAVE! CME Member – Fee \$125.+GST

Consortium Member — \$100.+GST

*~Learning materials & refreshments included ~*

**Printing this page & Faxing your registration is required if paying by credit card.**

VISA \_\_\_ Mastercard \_\_\_ Card Number \_\_\_\_\_ Expiry \_\_\_\_\_

Name on the Card \_\_\_\_\_

**X**

Cardholder email \_\_\_\_\_

Signature of Cardholder

if different from above

**Please print page & mail your registration to HPS if paying by cheque**

Please make cheques payable to “**HPS Inc.**” and mail to Suite #506, 102-17750 #10 Highway, Cloverdale, BC V3S 1K4

**NOTE:** A cancellation fee for the full course cost will be charged for participants who cancel less than 10 business days prior to the event date. Substitutions may be made at any time. Please advise us of any dietary restrictions. All confirmed registrants will receive complete details & map in week prior to the event. ~Payments must be received prior to the start of the workshop.~



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**February 11, 2010**

### **Lean Principles 101 – 1 Day**

For those seeking a clear foundation understanding of Lean principles, and/or those in a largely repetitive manufacturing environments, this one-day, interactive, hands-on, simplicity-driven workshop makes Lean Thinking and Lean Manufacturing principles easy to understand through the use a daylong learn-by-doing simulation. Participants become team members in the Sky-View Aircraft Company, a manufacturing operation that has to adopt Lean/World Class thinking to increase productivity to improve its competitive position to secure a large contract. The process is based on the understanding that it is people who make processes – and plants – successful and they do it by threading lean thinking, common sense, Value Stream Mapping, operations layout, quick setup, visual approaches, and more throughout a very busy one-day experience. This one-day program provides the 20% of the broad training that provides 80% of the value.

**March 11, 2010**

### **Lean Principles 101 – High Mix Low Volume – 1 Day**

This is a 'first' course for those in an engineered-to-order or 'job-shop' manufacturing environment. This one-day, interactive, hands-on, simplicity-driven workshop makes 'Lean Thinking' and Lean Manufacturing principles easy to understand through the use of a daylong learn-by-doing simulation. Participants become part of the Sky-View Aircraft Company, a manufacturing operation that has to adopt Lean World Class thinking to improve its competitive position to secure a large contract. The process tracks orders from the time they are received, through engineering, manufacturing and shipping. The process is based on the understanding that it is people who make processes – and plants – successful and they do it by threading lean thinking, common sense, Value Stream Mapping, operations layout, quick setup, visual approaches, and more, throughout a very busy one-day experience. This program provides the 20% of the broad training that provides 80% of the value.

**April 8, 2010**

### **5S and the Visual Factory Simulation**

This 5S training offers an interactive workshop introduce the concepts of 5S and the visual workplace. This introductory training provides participants with the understanding and the tools to begin systematically implementing a safe, visual, and orderly workplace. It focuses on the 5-S's which include Seiri (Sort), Seiton (Set-In-Order), Seiso (Shine), Seiketsu (Standardize), and Shitsuke (Sustain) and explains in simple terms how these concepts contribute to a safe and effective North American company. Coupled with the 5-S training are discussions on how to make workplaces 'visual' including the concept of a "visual dashboard" where key performance measures are displayed simply and effectively. All content will relate to how 5-S and Visual Factory Methodologies have been used successfully.

**May 13, 2010**

### **Value Stream Mapping Experience**

This one-day introductory workshop provides participants with an increased ability to see flow in their workplaces through the use of a simple, easy to use, yet powerful visual tool. Once mastered, the tool systematically enables you to map parts and material flow on paper with the help of those directly involved. The process captures the information flow at the same time. Such a tool can show whether an area proposed for 'Blitzing,' or a

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rapid improvement strategy, is the right processes to attack in order to achieve results that will impact your customers and their ability to become more successful. The emphasis is on providing the process owners with the visual tools to understand the process flow so they can make improvements themselves. The objective of the tool is to identify and drive non-value adding steps out of every process.

**June 10, 2010**

### **Green Principles**

These programs puts Green Value Stream (GVS) thinking in perspective and how it is used to increase profits while attracting customers, retaining employees, and increasing shareholder value. GVS practices provide immediate cost savings and short-term paybacks as it sets in place the foundation for moving towards environmental sustainability that will protect future profits and increased competitiveness. The training looks at the value stream from the perspective of the environment in order to derive a step-by-step process for the identification and elimination of the 7 Green Wastes of Energy, Water, Materials, Garbage, Transportation, Emissions, and Biodiversity. The workshops introduce the Green Stream Mapping Tool and provide a practical appreciation of the value brought to the GVS process.

**September 16, 2010**

### **Effective Office – 1 Day**

If you are responsible for an office/business process or are the leader of a team responsible for an office/business process, this one-day interactive simulation/workshop is designed to provide you with a powerful-yet-simple, tool to make the business process value stream visible and to use these tools to make business processes more effective. Based on the principles of the 'Lean Enterprise' the workshop will include an understanding of Lean tactics, tools, and proven practices that apply to the business process professional's role. Both current and future implementers of 'Lean Enterprise' thinking who want to apply the tools and practices contained in this workshop will find the hands-on format and learn-by-doing simulation approach easy to grasp and convey to others. Participants become members of the order entry team of the Sky-View Aircraft Company which has just adopted Lean Enterprise/World Class thinking to increase productivity to improve its competitive position. This approach involves participants directly and enables them see how to practically define opportunities for improvement and to integrate Business Process Value Streams with other processes both internal and external to the Enterprise.

**October 14, 2010**

### **Standard Work – 1 Day**

This hands-on workshop provides practical concepts and tools that can be used to identify waste and non-value added tasks by creating Standard Work. This workshop provides the basis for any continuous improvement project or Kaizen event that sets out to improve and standardize the work content of any process. The workshop consists of a brief initial training session to show participants the key thinking & principles that drive Lean environments. The participant will gain an understanding of the seven forms of waste from both an office and operations point of view. The majority of the session will be focused on evaluation of either a video taped process or an actual shop floor process to identify the waste and techniques to reduce non-value activities. The participants will develop new workplace designs; establish flow patterns, and Standard Work instructions.

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**November 4, 2010**

### **Rapid Process Improvement - Kaizen Event...How to Use Kaizen Blitz**

This one day introduction will explain the process of running a blitz, how to be successful with the tool, what not to do, and will include case studies from various manufacturers.

One of the keys to staying competitive in today's economy is the ability to implement continuous improvements throughout your company and throughout your supply network. Kaizen blitz provides a framework for sharpening competitive skills - attuning a company to the improvement possibilities in their own environment and delivering results.

Both service and manufacturing companies alike are using rapid improvement to streamline operations. They use it:

- *To reduce non-value added activities.*
- *To streamline parts, people and information travel within a process.*
- *To reduce cycle time, flow time and lot size.*
- *To reduce set-up times.*
- *To reduce WIP inventories.*
- *to reduce floor space requirements*

Most managers understand the need to reduce costs, improve cycle times and improve quality. But moving the improvement concepts onto the shop floor or into the office can be a difficult, frustrating process of running into roadblock after roadblock throughout the implementation. Kaizen Blitz dramatically reduces the cycle time required to implement significant improvements. Target goals are met in just 3 -4 days. Management identifies target processes and improvement goals, selects the best team to work on the improvements, and empowers the workforce with education, tools and support to make changes immediately.

**December 2, 2010**

### **Lean Product & Process Design**

Despite an increasing need for speed and efficiency, much of the effort expended by product development teams is often unnecessary and potentially wasteful. In many cases, *only one hour in eight* of team member's time is actually spent directly creating value for their customers. The *Lean Product Development* workshop presents a set of leading-edge, practical tools for slashing waste and increasing speed and efficiency. The six "lean methods" described in this course enable dramatic reductions in time-to-market while freeing up valuable resources for additional project work. Firms that have embraced these practical, waste-eliminating tools have reported up to 50 percent reduction in launch schedules, dramatic improvements in gross margin, and enhanced customer satisfaction. This hands-on workshop covers all aspects of the subject, including a step-by-step process for tailoring your own lean process that will enable rapid, high-value product development.

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**These workshops are for individuals seeking a clear foundation and understanding of Lean Theory and Lean Principles. All courses are offered as one day highly interactive, hands-on workshops that make lean thinking and manufacturing principles easy to understand and appealing to achieve.**