

## Value Stream Mapping Training

Onsite – 2 Days, 8 Hours/day – Optimum class size, 6 - 9 students

### Training Description:

A value stream map is a standardized model used to layout the stream of value adding activities in a process while overlaying material flow, information flow, and non-value adding waste information to provide a qualitative picture of the actual process in a facility. There are two approaches that are used to develop a Value Stream Map; This tool also maps the information flow from the customer, through the enterprise to suppliers and back to customers. It provides a common language for discussing any process. It provides a means to tie together lean concepts and techniques and a method to develop a working blueprint for implementing lean concepts in an organization.

### Training Objective:

The Objective of this training will be to map production or administrative processes and provide a roadmap for what will be needed to improve these processes. Specific kaizen activities will be identified and focused kaizen events will be undertaken as part of the next training element to address areas that have been shown to add excessive time, inventory, product travel distance and other measures that can help impact overall productivity and sales.

#### *Training Objectives Include:*

- *Learning Lean Concepts:*
  - *Identify Product/Process Family*
  - *VSMS Definitions*
  - *Process Overview*
- *Learn how to map the Current State Map (collect improvement ideas)*
- *Walk Through /Collect Data (collect observations)*
- *Learn how to map the Future State Map (collect barriers to future state)*
- *Understand how to score Barriers and Improvement ideas*
- *Work with instructor to develop a Continual Improvement Plan*

The specific measures of success for this will be to generate a document that clearly identifies improvement opportunities and a “future state” implementation plan. These measures will be recognized and provide goals during the kaizen improvement training that will follow.

### Skill Attainment:

As a result of training of this training employees will demonstrates the following skill attainment and development:

- How to use a standardized model to layout the stream of value adding activities in a process while overlaying material flow, information flow, and non-value adding waste information to provide a qualitative picture of the actual process in our facility
- Ability to tie together lean concepts, techniques and a method to develop a working blueprint for implementing lean concepts in an organization.
- How to apply a standard method for describing what is actually taking place now on in a company and what it should look like in the future state.

These skills are transferable within the company, industry and are highly desirable by any employer.

## Value Stream Mapping – Training Agenda:

### Day 1

#### Step 1:

- Present Lean Concepts, Value Stream Mapping Definitions, Process Overview, and Identify a product/ process family.
- Review & finalize the Value Stream “Mandate” form
  - Timeframe - 1 to 2 hrs

#### Step 2:

- Train and help facilitate the development of a Current State Map by documenting the current flow of material, parts, information, people and equipment in the specified area or process that had been identified. For office/administrative Value Stream Mapping focus a “swim lane” approach may be used.
  - Timeframe - 3 to-6 hrs

#### Step 3:

- Collect Improvement Ideas
  - Timeframe – Continual, before, during, after

### Day 2

- Review Outcomes from Day 1 Current Stream Map and finalize any information collected between classes.
  - Timeframe – ½ hr – 1 hr

#### Step 4:

- Train and help facilitate the development of a Future State Map utilizing Improvement Ideas and Lean principles. Identify optimal flow of material, parts information, people and equipment in the focus area. With students build the Map keeping in mind all of the considerations identified in the training.
  - Timeframe – 2-4 hrs

#### Step 5:

- Collect Barriers to reaching Future State
  - Timeframe – continual , before, during, after

#### Step 6:

- Scoring, Students need to segregate all opportunities and barriers into logical groups. The group will be given priority for action and placed on the Kaizen Event List. Actions will be broken into three categories, Quick Hitters ( just do it), Kaizen (continual Improvement event) or Long term Project (i.e. six sigma)
  - Timeframe – 1 – 2 hrs.

#### Step 7:

- Develop Implementation Plan – this plan will be used to seek approval from Management and to focus and direct the improvement activities for Kaizen. Present outcomes to Management
  - Timeframe – 1-2 hrs

***After Team Presentation to Management - Celebrate Success!***