**LSS Project Charter**

**Sponsoring Organization: Equifax**

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| **Problem Statement:**  Equifax lacks a standardized process to document completed/ongoing Lean Six Sigma (LSS) projects and to share improvement opportunities with other Functions and Business Units (BU). Lack of this process leads to re-work and lost opportunities for cost savings. | **Scope and Process Boundaries:**   * In Scope: All Equifax processes * Process Boundaries: Start of a LSS project until completion |
| **Goal Statement**:  Work on the documentation process that can facilitate reuse of completed/ongoing projects across Functions and Business Units. | **Team Members**:   * PMO * Green Belts in each Business Unit * Functional team members – IT, Security. Legal. |
| **Primary Metric:**  Percent of projects successfully compiled/condensed into a medium that can be used by other BUs and Functions across Equifax.  **Secondary Metric:**  LSS projects actually used by other BUs and Functions. | **Schedule**:  Aug 21 – Dec 2 |