



### Black Belt Certification

1. Direct Supervisor Approval and submitted to Corporate CI Manager
2. Green Belt Certification Completed
3. RCCA Certification Completed
4. Black Belt QTP classes \*
  - a. Advanced SPC
  - b. DOE
  - c. Role of a Lean Six Sigma Champion
5. Black Belt Mentor assigned by Corporate CI Manager
6. Training By Black Belt in Knapheide Core Processes
  - a. Project Management
7. Facilitate Project(s)
  - a. Total savings/cost reduction of \$500k or greater\*\*
  - b. Project completion requirements
    - i. Charter created with sponsor
    - ii. Project coordination and communication with team 2 weeks in advance of project
    - iii. Minimum of 2 sub tools used – sub tools learned during Green/Black Belt training
    - iv. Report out to executive group
    - v. Action items completed/implemented/addressed
    - vi. Area sustainment verified after 60 days
8. Corporate CI Manager(Master Black Belt) Approval of Black Belt Worksheet and certifies

\*Online courses waived with external 3<sup>rd</sup> party certification

\*\*Exceptions approved by VP of CI



### Black Belt Progression Worksheet

Name:

Black Belt Mentor:

**1. Green Belt Certification Completed**

Date Completed:

Black Belt Mentor Signoff:

**2. RCCA Certification Completed**

Date Completed:

Black Belt Mentor Signoff:

**3. QTP Classes Completed**

Advanced SPC - Date:

DOE - Date:

Role of a Lean Six Sigma Champion - Date:

Black Belt Mentor Signoff:

**4. Project Management Training Completed**

Date Completed:

Black Belt Mentor Signoff

**5. Facilitate/Mentor Projects saving/cost reduction of \$500k**

Savings	Tool 1	Tool 2	Project Name

**6. Final Approvals**

Black Belt Mentor Signoff:

Corporate Manager of CI Signoff:

