

Green Belt Certification

1. Direct Supervisor Approval and submitted to Corporate CI Manager (add to list of applicants)
2. Green Belt QTP classes assigned by Corporate Quality Manager or Corporate CI Manager
 - a. The Basics of DMAIC
 - b. Mistake-Proofing
 - c. Basic SPC
 - d. Lean Manufacturing
3. Black Belt Mentor assigned by Corporate CI Manager
4. Training By Black Belt in Knapheide Core CI Processes
 - a. 6S or TPI
 - b. Kaizen
 - c. Work Flow (optional)
5. Timeline for completion of Certification
 - a. Online classes to be completed within 30 days from date of assignment
 - b. Must participate in a kaizen within 60 days from date of online classes assignment
 - c. Must facilitate a kaizen within 90 days from date of online classes assignment
6. Facilitate CI Event(s)
 - a. Total savings/cost reduction of \$50k or greater**
 - b. Event completion requirements
 - i. Charter created with sponsor
 - ii. Event coordination and communication with team 2 weeks in advance of event
 - iii. Minimum of 2 sub tools used – sub tools learned during Green Belt training
 - iv. Report out to executive group
 - v. Action items completed/implemented/addressed
 - vi. Area sustainment verified after 60 days
7. Corporate CI Manager Approval of Green Belt Worksheet and certifies

*Online courses waived for candidates that have documented 3rd party certification

**Exceptions approved by VP of CI



Green Belt Progression Worksheet

Name:

Black Belt Mentor:

1. QTP Classes Completed

The Basics of DMAIC – Date:

Mistake-Proofing – Date:

Basic SPC – Date:

Lean Manufacturing – Date:

Black Belt Mentor Signoff:

2. Core CI Processes Tools Training Completed

6S or TPI – Date:

Kaizen – Date:

Work Flow (optional) – Date:

Black Belt Mentor Signoff

3. Facilitate/Mentor Projects saving/cost reduction of \$50k

Savings	Tool 1 Used	Tool 2 Used	Project Name

4. Final Approvals

Black Belt Mentor Signoff:

Corporate Manager of CI Signoff: