KENNESAW STATE UNIVERSITY

Team Charter

Project Title	Royal Greenland Supply Chain

Expectation	Example	Team Rule
Attendance	**Attendance is required at all team meetings. Changes in meeting times must be made at least 24 hours ahead of time.**	**1. Meetings will be scheduled periodically or dependent on the progress to evaluate the performance and success completion rate. Team members are expected to join all team meetings, whether virtually or in-person. 2. Changes in meeting times must be made at least 24 hours ahead of time. 3. To join virtually, please RSVP online at least 24 hours prior to the start of the meeting.**
Participation	**Team members may not be substituted unless approved by team leader.**	**1. There will be no team member substitutions unless approved by the team leader.**
Focus	**We will stay on task and on topic, using the Project Charter as our guide. A meeting agenda will be published at least one day in advance.**	**1. Stay on task and on topic, using the Project Charter as our guide. 2. A meeting agenda will be published at least one day in advance.**
Interruptions	**Interruptions for emergencies only. Phones turned to silent.**	**1. Please ensure all devices have sounds off or vibrating. 2. No devices should be shown during the meeting unless there is anything important to show related to any of the meetings.**
Preparation	**All deliverables are expected to be completed in a timely manner. Each meeting will have a published agenda.**	**1. All deliverables are expected to be completed in a timely manner. 2. For any deliverable that cannot be completed, please reach out.**
Timeliness	**Meetings will begin promptly as scheduled.**	**1. Meetings will begin promptly as scheduled. 2. There will be no reschedules of meetings unless any notice that conflict with the meeting (i.e. natural disaster)**

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Decisions	**We will choose the best decision-making method for each situation. We will support decisions made by the team.**	**1. Decisions will be made after the presentation is completed or at the end of the conference while time remains.** **2. Decisions will be taken into consideration at any moment, depending on the meetings and the project progress.**
Data	**We will rely on data to make decisions.**	**1. We will rely on data to make decisions.** **2. Any other important data relevant to the meeting is welcome.**
Conflict	**We welcome honest disagreements, as long as everyone is treated with respect. A facilitator will be used if conflict cannot be resolved.**	**1. Please treat everyone with respect, even during the debate or when disagreements are involved.** **2. A facilitator will be used if conflict cannot be resolved.**
Other		

Team Member	Role	Signature
Ali	**Project Sponsor**	Ali
Beatriz	**Key Stakeholder**	Beatriz
Charles	**Key Stakeholder**	Charles
Diya	**Team Lead**	Diya
Eric	**Team Member**	Eric
Fatima	**Team Member**	Fatima
Gabriel	**Process Owner**	Gabriel

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Team Charter

Hanna	**Data Analyst**	Hanna
Ian	**Functional Consultant**	Ian
Johnnie	**Functional Consultant**	Johnnie
Karen	**Technical Consultant**	Karen
Laura	**Technical Consultant**	Laura

Six Sigma Yellow Belt Project Charter

Project Name	Royal Greenland Supply Chain
Today's Date	January 3, 2023
Project Start Date	January 3, 2023
Target Completion Date	January 2, 2024

Project Element	**Response**
Problem Statement ● Includes time, measurable item, gap and business impact	Royal Greenland, the global seafood company that evolves for many years, has a variety of issues, pertaining to catch registration and procurement. With the current technology, Royal Greenland is unable to attain reliability, sustainability and maintainability of the information. Factors associated with this challenge include inaccurate procurement data, report delays and inefficiencies, and lack of relationships with fisheries and clients.
Business Case ● Why is this project important to do now? ● What is the project's financial impact? ● What is the impact on DPMO/ Sigma level? ● What is the impact on customer service	Without optimizing both the procurement process and the catch registration process, Royal Greenland will suffer a range of multiple issues, which can include: ● Low volume in resources; ● More than 10% of all catches missed (approx. associated within 1.5σ - 1.75σ level); ● Businesses faltering due to low budget; ● Wastes in productivity and time; ● Greater level of layoffs and outsourcing, which impacts employment and staff volume; ● Wasted perishable products due to supply chain inefficiencies
Goal Statement ● Specific ● Measurable ● Achievable ● Realistic ● Time-bound	To ensure the goals are achieved: ● Digital technologies will be implemented to automate processes (i.e. catch registration, MSC certification, procurement data logging, etc) to attain 99% of all catches; ● The total number of catch counts is at least 70,000. ● Out of at least 70,000 catches expected at the end of the process, less than 0.6% of complaints and reports, concerning supply chain issues ● Out of at least 40,000 catches detected by apps, less than 1% of technical issues are reported

Six Sigma Yellow Belt Project Charter

<table>
<tr><td rowspan="6">List of Improvement Goals
1.Automate processes
2.Reduce errors
3.Meet compliance and regulatory goals
4.Improve waste reduction or spoilage by boosting efficiencies
5.To establish strong relationships and attain strong customer service during the period of heavy competition</td><td>Measure (units)</td><td>Baseline</td><td>Goal</td></tr>
<tr><td>Successful catch registration percentage</td><td>0 (since the start of the project)</td><td>99.0 (and also at least 70,000 catches in all)</td></tr>
<tr><td>Supply chain success report percentage</td><td>0 (since the start of the project)</td><td>99.0 (and also at least 70,000 catches in all)</td></tr>
<tr><td>Successful catch registration by app percentage</td><td>0 (since the start of the project)</td><td>99.0 (and also at least 40,000 catches registered)</td></tr>
<tr><td>Total number of catches since the start of the project</td><td>0</td><td>Minimum of 70,000 catches</td></tr>
<tr><td colspan="3">Further information is available in the data collection plan.</td></tr>
<tr><td>Process
● Describe the process in which the problem exists</td><td colspan="3">The process is as follows:
1. Digital technologies will automate processes i.e. catch registration, MSC certification, procurement data, etc;
2. Improve waste reduction or spoilage by focusing on supply chain efficiencies;
3. Data analyst will gather data and provide insights in the finalized report;
4. Consultants will follow up with financial and supply chain processes as well as any current agriculture trend that can impact the project process;</td></tr>
<tr><td>Project Scope
● What part of the process will be addressed?
● What are the boundaries of the project or process?
● What areas are inside or outside the team's focus or authority?
● Attach a SIPOC diagram if necessary</td><td colspan="3">Focuses and boundaries include:
● Focusing on app implementation before the rollout
● Enhance app features that allow fisheries and clients various possible ways to register catches
● Run multiple tests to ensure the app has excellent functions
● Track and monitor weather and climate trends according to locations as those can impact the progress result for this project
● As environments and operations are unpredictable (weather, perishable products, etc), track all catch loads and have Royal Greenland track fresh loads. Also ensure the supply chain procedures are followed as prescribed.</td></tr>
<tr><td>Team</td><td colspan="3">Member Name</td></tr>
<tr><td>Project Sponsor</td><td colspan="3">Ali</td></tr>
<tr><td>Key Stakeholders</td><td colspan="3">Beatriz, Charles</td></tr>
<tr><td>Team Lead</td><td colspan="3">Diya</td></tr>
<tr><td>Team Members</td><td colspan="3">Eric, Fatima</td></tr>
<tr><td>Process Owner</td><td colspan="3">Gabriel</td></tr>
<tr><td>Data Analyst</td><td colspan="3">Hanna</td></tr>
</table>

Six Sigma Yellow Belt Project Charter

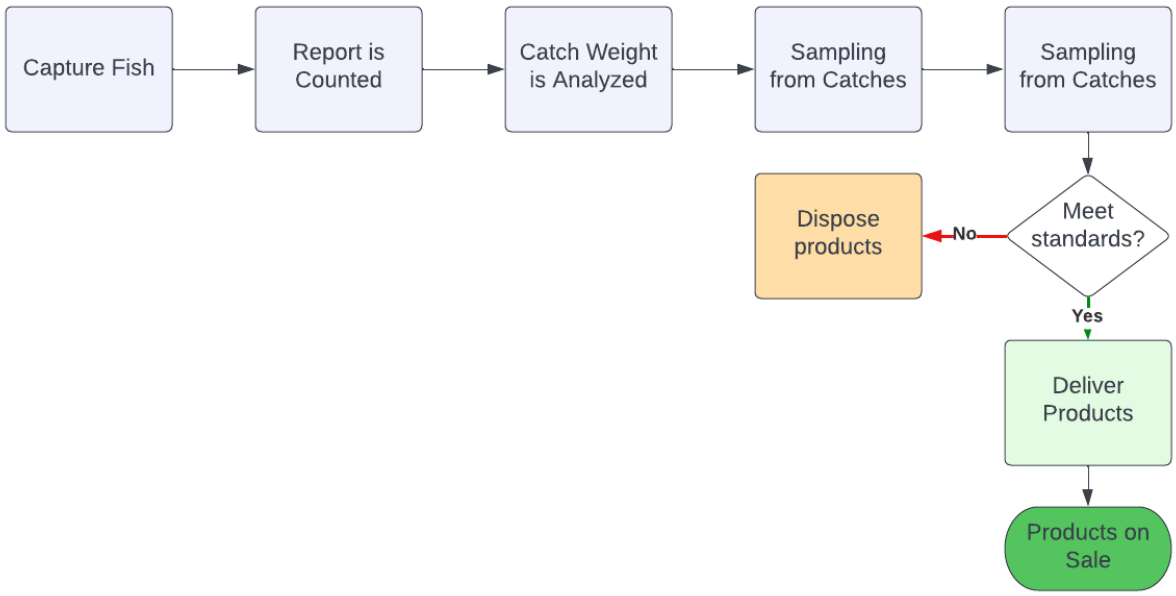
Functional Consultant	Ian, Johnnie	
Technical Consultant	Karen, Laura	
Timeline by Project Stage	**Milestone**	**Target Completion Date**
Define	Project Charter and kickoff	January 3, 2023
Measure	Define and collect data	March 3, 2023
Analysis	Find causes	May 3, 2023
Improve	Fix causes	To be determined (Out of Scope)
Control	Standardize the fix	To be determined (Out of Scope)

As Kennesaw State University did not include templates for six other documents, I have included the following for guidance.

1 Data Collection Plan

Measure	Data Type	Definition	Mechanism	Sampling Notes
Total number of catches	Discrete	Catches of fishery products	Gathering all catches	Acts as the population
Weight of fresh fishery products	Continuous	Products with satisfactory freshness and quality	Splitting and Comparison	Sample from the population
Total number of accurate digital reports	Discrete	Physical counts consistent with reported counts	Trials and error through technological implmentation	Multiple groups for comparison between different tests

2 Process Map



3 Hypotheses & Identification of Improvements

As the primary objective is to maximize the positive report counts by remote technology, we are interested to compare improvements while also ensuring their results satisfy the bounds set. First, we can consider using one-way ANOVA, where the hypotheses are:

- H_0 : All calculated means are equal to each other.
- H_1 : Otherwise, at least one of the groups has a different mean.

This type of statistical setup will help us determine if there is a huge statistical difference between particular groups, which will help us devise better strategies by considering next steps to take.

As a note, mean variables set cannot be exactly determined unless the experiments are performed to determine the efficiency of the implementation. Once the experiment is performed, we can be certain about gathering data and calculate, using percentages.

4 Control Plan

To maintain the sustainable gains, we consider the following:

- **Storing Procedure:** Calculate and store fishery products in a daily basis to ensure their freshness meets the standards and requirements.
- **Sampling:** From a whole collection of fishery products, split into smaller groups of around 20,000 kg. From one of these groups, sample and ensure about 70% meet the quality requirement before shipping.
- **Prices:** Set 80% of market prices per fish type and gauge prices according to the supply-demand trends.

5 A Short Reflection on the Lessons Learnt

Even though I enjoyed learning from both yellow and green belts, particularly non-scientific Six Sigma material, I found both tracks to be less than satisfactory because of the lack of available free resources and video content that does not help teach learners the material needed for the capstone. The mathematical applications that instructors provide are way too fundamental and nowhere practical without examples and the training of analytical tools.