

IMTMA Certified Six Sigma Green Belt Professional

ANNEXURE

Criteria for IMTMA certified Six Sigma Green Belt Professional

- Lead and complete one project successfully using Six Sigma Green Belt tools and DMAIC methodology within 4 to 6 months after the training. There is an option of engaging IMTMA faculty for the guidance and support for projects execution at extra commercials
- If engaged, IMTMA faculty will guide the Projects execution. There will be biweekly review of each project by the faculty. Each time, a Project review may take 30-45 Minutes
- If the participants / organisations would like to do the project on their own, IMTMA will do final Project review of the project to confirm successful execution. Each project final review may take about 2.5 to 3 Hours. Decision of the IMTMA is final
- Pass 'Data Analysis' test after the project review
- Faculty will prepare few question sets (Data, case, and example) that have to be analyzed and interpreted correctly by the project leader. Analysis will be mostly using MINITAB software
- Test duration: 90 Minutes
- For Green belt certification, leader has to pass the test. Qualifying marks: 70%
- Joint sign-off by IMTMA and company Champion
- Sustain the project benefits for 3 months after closure

Note: More details will be shared after getting the enquiry from the interested organization.

Final Project Review – Methodology

- Participant/project leader has to prepare the project presentation as per IMTMA Six Sigma Green Belt Project Management template and Process flow, shared IMTMA
- Project presentation must contain >40 to 60 slides
- Project review duration may be ~ 2 to 2.5 hours/project/participant
- Project leader/participant should clarify during project review by IMTMA
- Key points for review are –
 - Methodology followed
 - Planned activities vs. actual for all phases.
 - People involvement
 - Use of right, appropriate Six Sigma tools and activities at every phase, interpretations and conclusions at all phases
 - Evidences of activities
- Project leader/Participant has to provide evidences of various activities carried out, Data collected, MSA conducted, Root cause analysis sessions, All Cause validation and outcome, Data analysis, Piloting, Implementation, Documentation, Post improvement performance trends, Training, New practices and any other that faculty may ask for during review
- Project leader/Participant has to keep records of internal review sessions (at least twice a month) – date of reviews, people attended, points / activities reviewed, next action plans, updated gantt chart, minutes of meeting etc. Show the same to the faculty during final review
- Project leader/Participant has to arrange a virtual (video) tour for IMTMA trainer to show the process and the evidences, as required. Trainer is ready to travel to the plant for the final reviews and validation, if asked by the organization and also based on prevailing situation with Covid 19 safety health protocol. IMTMA shall make necessary travel arrangement

- Respective company champion and project leader/Participant, members have to attend the final review sessions by the trainer and he may interact for any clarifications related to the projects
- Outcome of the review: IMTMA may conclude and approve the projects on their successful completion as per IMTMA guidelines and project management template, flow, project goals have been achieved and sustained for the agreed period for Green Belt Certification
- In case of not meeting the expected outcome, the project leader/Participant will be additional time (agreed during review), to complete the specific actions (gaps) and attend review session again to qualify

Project Selection criteria for Six Sigma Green Belt

- Linked to critical business goals and strategy
- Customers not satisfied
- Contributing to high Waste, Loss, Cost
- Competitive threat, Customer retention
- Poor Process capability
- Improve Productivity, Quality, Delivery (Lead time, On time), Customer service, Capacity utilization
- Any specific business, operational concern – gap between target and actual.
- Not a very complex problem.
- Process cycles frequently
- Should be possible to complete within 4 - 6 months duration

Hand Hold Support for Six Sigma Project Execution

Scope:

- Participant may engage a hand hold support from IMTMA six sigma expert for project implementation after 36 hours of training
- Expert would review the project and guide by weekly basis with minimum of 30 to 45 minutes for a period of 5 to 6 months
- Training, assignments, tests, final review of projects and Green belt certification based on meeting the eligibility criteria. Projects review every month as per schedule, Guide during execution, review feedback, data analysis support, progress reporting, final review, virtual tour, conduct and verify 'Data analysis' test answers
- Consulting fee would be applicable for each participant and project. For more details, you may please contact IMTMA after the training and certification of participation

Duration of consulting:

- 20 Hours (spread over 5 to 6 months) per participant
- Project timeline 6 months indicated, shall not be extended for any reason
- Customer company shall adhere to the project timeline
