

**bilif**



# LEAN SIX SIGMA CERTIFICATION

3 - 4 OCTOBER 2023



DEADLINE TO REGISTER  
25 September 2023

# OVERVIEW

Lean Six Sigma is a proven systematic approach to improve measurable results for any organisation. This programme was developed to encourage candidates to be responsible for the development of Lean Six Sigma Implementation throughout their organisations. This course is designed for executives who are responsible for designing and implementing corporate wide improvement and cost optimisation initiatives.



# OBJECTIVES

- The Yellow Belt participants will have knowledge of Lean and Six Sigma, and each of the five phases that are to be applied in practical terms.
- This course is designed to provide a broad understanding of the Lean and Six Sigma improvement methodology, concepts, and language, along with a complete toolbox of basic process improvement methods.
- The Six Sigma Yellow Belt course is designed to enhance technical problem-solving skills. Instruction is application focused, therefore requiring all participants to successfully support existing or new Lean and Six Sigma projects.
- The Yellow Belt upon completion of this training will participate as a core team member or subject matter expert on a project or projects together with the supervisors/managers.

## WHO IS THIS PROGRAMME FOR?

Targeted to an audience of Executives, Managers, Project Champions, Process Improvement Practitioners, Business Analysis, Project Managers and anyone who is involved in driving Change and Business Process Improvement.

## PROGRAMME DELIVERY

DATE	TIME
3 - 4 October 2023	8:30 am - 12:00 pm 1:30 pm - 5:00 pm

\*\*\*Time/date is subject to change

Please refer to [www.bilif.com.bn](http://www.bilif.com.bn) for the latest updates\*\*\*

# PROGRAMME OUTLINE

## DAY 1

- 7 Waste Analysis – TIMWOOD & Cost of Poor Quality (COPQ)
- Understanding Lean Operations and People Issues
- Preparing the Lean Six Sigma Business Case – Project Charters
- Pareto Charting and Project Scoping
- Identifying Process Improvement Opportunities
- Measuring Lean Six Sigma Performance Analysis
- Root Cause Analysis and Data Collection Techniques
- Process Flow Analysis – SWIMLANE, Time Trap & Takt Time

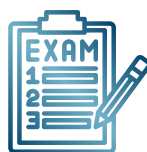
## DAY 2

- Value Analysis - Value Added (VA), Value Enabling (VE) and Non-Value-Added Activities (NVA)
- Basic Graphical & Statistical Analysis – Box Plots, Scatter Plots, Correlation and Regression (Basic 7QC Tools)
- Application of Lean Tools – Poka Yoke, Value Stream Mapping, Andon, Visual Management, 5S Housekeeping, Kaizen Blitz, PDCA, 5W 1H, Fishbone Diagrams, 3x5 Why Analysis etc.
- Generating Improvement Ideas - Lean Ways of Working
- Running Pilot Six Sigma Programme
- Process Control Methods, SOP and Documentations
- Developing an Overall Strategy for Implementation

# METHODOLOGY



Face-to-face  
training



## EXAMINATION DETAILS

Exam Type: Multiple Choice Questions

No. of Questions: 20 Questions

Examination: Open Book Examination

Passing Rate: 70% and above

Duration of Exam: 1 hour

# PROGRAMME LEADER

## MOHAMMAD FAISAL ABDUL HAMID

Mr. Faisal has been involved in performance improvements and project management in manufacturing environment for more than 15 years. His expertise is in applying Six Sigma tools in product and process improvements. Some of the improvement projects that he has done are:

- Improvement projects in scrap reductions and waste eliminations within manufacturing environment.
- As Black Belt consultant for new product deployment (NPD) to ensure smooth start-up and mass production.
- Assisted organisation in manpower restructuring and rationalization project.
- Process coordinator for establishment and implementation of Quality Management System (QMS).
- Worked on project to improve process capacity and productivity by implementing process re-layout and working method improvement.
- Consult engineers and project leaders on six sigma methodology and statistical tools application to enhance engineers analysing skills method and for process improvement techniques.
- Lead group of production and supply chain staffs in a project to identify variances in raw materials and WIP stocks to reduce materials and WIP losses.
- Lead energy saving project to reduce electricity consumption throughout the plant.
- Experienced in Six Sigma Statistical Software such as Minitab, JMP.
- Developed training materials for Six Sigma DMAIC, FMEA, SPC, KAIZEN, Problem Solving Tools.

His expertise also includes:

- Lean Six Sigma Project Identification, Selections & Execution.
- Lean Six Sigma Project Consultancy and Training Material Development.
- Problem Solving Tools Training and Facilitation.
- Project Management activities in Process Improvement.
- Training and facilitation of KAIZEN, FMEA, SPC & Problem-Solving Tools.

# ABOUT BRUNEL INSTITUTE OF LEADERSHIP AND ISLAMIC FINANCE

Brunei Institute of Leadership & Islamic Finance (BILIF), formerly known as Centre For Islamic Banking, Finance and Management (CIBFM), was established in 2010 as the Centre of Excellence for the finance industry in Brunei Darussalam, providing high-quality learning solutions, including signature and collaborative events for human capacity development in the areas of Islamic finance and leadership. Under the purview of Brunei Darussalam Central Bank (BDCB), BILIF plays a fundamental role in Pillar 5 of Brunei Darussalam Financial Sector Blueprint 2016-2025 in raising financial industry standards especially in the areas of Islamic finance. All of our programmes are accredited by Brunei Darussalam National Accreditation Council as Value Added Qualifications. Since its inception, BILIF has conducted 555 programmes and 64 events for more than 13,700 participants, including a new suite of Virtual Instructor-Led Training (VILT) programmes and online events.\* BILIF has forged strategic partnerships with local and international organisations over the past 10 years which have allowed us to bring professional programmes, expertise and opportunities to shape future leaders, experts and innovators in the areas of Islamic finance and leadership.

Appointed by BDCB, BILIF is the official licensing examination centre for Financial Planning Practitioners' Programme (FPPP) and Qualifying Examination for Insurance/Takaful Agents (QEFITA). BILIF is also the official examination centre for all examinations under Chartered Institute for Securities & Investment (CISI), UK; Chartered Bankers Institute (CBI), UK; International Compliance Association (ICA) and The Accounting and Auditing organisation for Islamic Financial Institutions (AAOIFI), Bahrain. BILIF has also established a recent partnership with Bahrain Institute of Banking and Finance (BIBF) late 2021 and The London Institute of Banking & Finance (LIBF), both with the objective of bringing more quality learning opportunities for our participants in the areas of banking and finance. In 2021, BILIF was awarded the GIFA Excellence Award (Islamic Finance Training and Education) 2021 at the 11th Global Islamic Finance Awards (GIFA), the Award for Contribution to Organisation at the Asia HRD Awards 2021 which was held virtually from Cyberjaya, Malaysia and the award for Best Emerging Islamic Finance Training and Education Brunei 2021 at the International Finance Award (IFA) 2021.

**66**

Events

**555**

Programmes  
and Examinations

**13,000+**

Participants

# LEAN SIX SIGMA

■ 3 - 4 October 2023



To apply for the programme, please email your completed form to askseed@bilif.com.bn by 25 September 2023

CATEGORIES	STAKEHOLDER	NON STAKEHOLDER
NORMAL FEE	<input type="checkbox"/> \$1,700.00	<input type="checkbox"/> \$1,900.00

\*\*Stakeholders are participants from MOFE, BDCB and all domestic banks in Brunei Darussalam

By completing and signing this form, you hereby agree to the terms and conditions below:

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

## APPROVING OFFICER

Name:	<input type="text"/>	Email:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>

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Signature and Company's Stamp

## Terms and conditions:

### Cancellation Policy:

- All cancellation must be submitted to BILIF in writing either by letter or email.
- Any cancellation received 30 days or more prior to the training date will incur a cancellation fee of 10% of the programme fee.
- Cancellation received 8 - 14 days to the training date will incur a cancellation fee of 50% of the programme fee.
- Cancellation of registrations received 7 days or less from the date of training or if the delegate fails to attend the training, he/she will be considered as 'no show' and is subjected to 100% of the programme fee.
- BILIF welcomes and accepts replacement of participants a day before the training commences.

### Other terms:

- Participants must complete all scheduled sessions and activities for them to receive the certificate of attendance/ completion.
- Payment must be made upon receipt of invoice issued by BILIF.
- BILIF reserves the right to amend, change or cancel the programme at any given time. We will immediately notify participants and organisations if any such changes are to be made.



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Contact our Sales and Marketing Department  
for any enquiries

[askSEED@bilif.com.bn](mailto:askSEED@bilif.com.bn)

*Alternatively, you can also whatsApp us at  
+673 8171140 to learn more about our offerings*