
e2 Consulting Inc.
Efficiency + Effectiveness

**ONLINE
CERTIFIED LEAN SIX SIGMA YELLOW BELT
(CLSSYB) Training & Certification Course**

**May 23 & 30, 2020
Saturday
9:00am-5:00pm
Via ZOOM**

Rationale:

Lean Six Sigma is a process improvement methodology that combines the benefits of both Lean techniques and Six Sigma to help companies streamline operations, increase value and reduce waste. One of the big gains of Lean Six Sigma is an increase in employee involvement through their participation on process improvement teams designed to help them improve processes and increase value for their customers, internal and external.

It is in this context that the ONLINE CERTIFIED LEAN SIX SIGMA YELLOW BELT (CLSSYB) Training & Certification Course is being offered as a key initiative of the e² Consulting Inc. - Efficiency + Effectiveness. It is intended to provide certification course to professionals who want to enhance their skills in developing, implementing, and managing quality through 6 sigma projects in their organizations.

It is a 16-hour online course program focuses on the fundamental knowledge, and skills necessary to develop and implement 6 sigma projects with the use of its principles, practices, tools, and approaches that will result to continuous improvement of the organizations.

The course is totally participative and one of the aims will be to enable the participant to start up a 6 sigma program in their respective organizations after the course and to plan the role out.

The course is competency based and will incorporate online discussions, instructions, and workshop exercises.

Course Objectives:

At the end of the course, the participants will be able to:

- Be knowledgeable on the principles of lean six sigma
- Acquire the skills on the use of tools in the lean six sigma improvement process
- Be ready in obtaining a certification on lean six sigma yellow belt

Course Outline:

Module 1 - Introduction

- Six Sigma Defined
- Lean Six Sigma - Marriage of Lean and Six Sigma
- The 5 Lean Principles
- The 8 Forms of Waste
- Focus on The Customer
- The Sigma Level
- DMAIC - The Lean Six Sigma Improvement Process

Module 2 – Define Phase

- Define Phase
- Project Charter
- Capturing The Voice Of The Customer
- Affinity Diagram
- Process Mapping (SIPOC)
- Flow Charts
- Value-Added Flow Charts
- DEFINE Review

Module 3 - Measure Phase

- Measure Phase
- Data Collection Plan

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- Measurement & Metrics
 - Translating raw data to readable charts
 - Pareto Chart
 - Histogram
 - Quantifying Process Variability
 - Calculating the Sigma Level
 - Capability Analysis
 - MEASURE Review

Module 4 - Analyze Phase

- Analyze Phase
- Cause & Effect Diagram
- Failure Mode & Effect Analysis
- Scatter Plot
- ANALYZE Review

Module 5 - Improve Phase

- Improve Phase
- Brainstorming
- Tree Diagram
- Error-proofing
- Prioritizing and Selecting a Solution
- Piloting a Solution
- IMPROVE Review

Module 6 - Control Phase

- Control Phase & Plan
- Standardized Work - Documenting Process Changes
- CONTROL Review

Online CLSSYB Comprehensive Examination

Target Participants:

- Graduates of any Bachelor's Degree – Fresh Graduates to 9 years work/ business experiences
-

Contact Details:

For further information, please contact:

ENGR. DELFIN R. JACOB, MSIE

President, e² Consulting Inc.

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DEAN/PROF. ALBERTO A. LAURITO, FPIChe

Director for Academic & e-Learning Services

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56 Mother Ignacia Avenue, Quezon City

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<https://www.facebook.com/e2courses/>

<https://e2consultinginc.com>

Service Offerings:**I. ACADEMIC AND e-LEARNING SERVICES**

- Implementing Outcomes Based Education (OBE) for Higher Educational Institutions (HEIs)
- Strategic Planning for HEIs
- Preparing HEIs for Global/ National Quality Certification and Academic Program Accreditation
- e-Learning Services

II. GOVERNMENT & BUSINESS SERVICES

- Productivity & Process Improvement
- Six Sigma & Lean Systems
- Systems Analysis
- Business/Performance Excellence
- ISO 9001:2015
- Strategic Planning
- Process Streamlining

Registration & Exam Fees:

- The early bird training registration fee is P1,500.00 for those who will reserve on or before May 18, 2020. Regular rate of P2,000.00 per enrollee applies beyond this period. This is inclusive of lecture materials & certificate.
- Online payment of the registration fee shall be paid in full either on the first or last day of the online training to the following account: Efficiency + Effectiveness (E2) Consulting Inc. BPI Kamuning Branch CA #3140-0295-71 or via GCASH to Delfin Jacob - 0917-824-1334
- No reservation/ advanced payment needed.
- The course is limited to 100 online enrollees per class on a first-come first-served basis.

Reservation Form:

YES, I will attend the Online Certified Lean Six Sigma Yellow Belt Training & Certification Course on May 23 & 30, 2020.

Full Name: _____

Position/ Profession: _____

School/ Company/Organization: _____

Cell Phone No.: _____

Email Address: _____

Signature: _____

Please accomplish this form, take a picture or scan, and send it through email at e2@e2consultinginc.com or thru <https://www.facebook.com/e2courses/>



e2 Consulting Inc.
Efficiency + Effectiveness



ONLINE
CERTIFIED LEAN SIX SIGMA
YELLOW BELT
TRAINING & CERTIFICATION
COURSE

May 23 & 30, 2020
Saturday
9:00am – 5:00pm
Via ZOOM

<https://e2consultinginc.com>

e² Consulting Inc.
Efficiency + Effectiveness

**ONLINE
PROCESS STREAMLINING SPECIALIST
COURSE**

June 6, 13, 20, & 27, 2020
Saturday/ 9am-5:00pm
Via Zoom

Rationale:

Process streamlining (PS) is defined as incrementally improving an overall process by improving or redesigning its individual steps and sub-processes. The overall goals of process streamlining are to change a process, both for the client and the process owner, to reduce time to complete the steps and the overall process, reduce complexity and bureaucracy, increase adaptability, and meet client expectations.

Process streamlining provides a structured approach for revisiting, reviewing, and improving the effectiveness and efficiency of a process for the process owner while also evaluating and improving its value to the client. Additionally, given the unique approaches used in a process streamlining project, there are additional goals and benefits. Process Streamlining Specialist can apply many of the principles and techniques learned during a PS project to regular work situations. Some of these principles and techniques include changing management concepts to focusing on service, client, and processes. These are skills which can be learned and acquired through training.

It is in this context that the PROCESS STREAMLINING SPECIALIST Course is being offered as a key initiative of the e² Consulting Inc. - Efficiency + Effectiveness. It is intended to provide a course to professionals who want to enhance their skills on structured methodology to plan for, design, and implement the incremental improvement of a chosen process through process streamlining.

It is a 32-hour online course program focuses on the fundamental knowledge, and skills necessary to develop and implement process streamlining projects with the use of its principles, practices, tools, and approaches that will result to continuous improvement of the organizations.

The course is totally participative and one of the aims will be to enable the participant to initiate a process streamlining project in their respective organizations after the course and to plan the role out.

The course is competency based and will incorporate discussions, online instruction, and workshop exercises.

Course Objectives:

At the end of the course, the participants will be able to:

- Identify and prioritize the critical processes for streamlining and improvement
- Propose a streamlined and selected critical processes
- Document the proposed streamlined processes
- Acquire the skills as a specialist on the use of tools in the process streamlining

Course Outline:

- Introduction to Process Streamlining
- Prioritization of Critical Process for Streamlining
 - Pareto Diagram
 - Matrix Diagram
- Process Assessment
 - Process Key Performance Indicators
- Documentation of the Present Process
 - Deployment Chart/ Swim Lane Chart
 - SIPOC
 - Flow Process Chart
 - Time Estimation Matrix
 - Flow Chart & Process Cost
- Identifying Non-Value Adding in the Present Process
 - Flow Diagram
 - Value Stream Map
- Analysis of the Present Process
 - Questioning Technique/ 5W & 1H
 - Cause Effect Diagram
- Development & Evaluation of Alternative Proposed Processes
 - Tree Diagram
 - Mind Map
 - Cost Benefit-Analysis
- Documentation of Streamlined Process
 - Improved Deployment Chart
 - Improved Flow Process Chart
 - Time Estimation Matrix
 - Improved Value Stream Map
 - Procedural Flow Chart
 - Work Instruction/ Route Sheet

Target Participants:

- Graduates of any Bachelor's Degree whose work or career interest is into process streamlining and improvement.
-

Contact Details:

For further information, please contact:

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President, e² Consulting Inc.

DEAN/PROF. ALBERTO A. LAURITO, FPICHE
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drjacob@e2consultinginc.com

Service Offerings:**I. ACADEMIC AND e-LEARNING SERVICES**

- Implementing Outcomes Based Education (OBE) for Higher Educational Institutions (HEIs)
- Strategic Planning for HEIs
- Preparing HEIs for Global/ National Quality Certification and Academic Program Accreditation
- e-Learning Services

II. GOVERNMENT & BUSINESS SERVICES

- Productivity & Process Improvement
- Six Sigma & Lean Systems
- Systems Analysis
- Business/Performance Excellence
- ISO 9001:2015
- Strategic Planning
- Process Streamlining

Registration & Exam Fees:

- The early bird training registration fee is P2,500.00 for those who will reserve on or before May 16, 2020. Regular rate of P3,000.00 per enrollee applies beyond this period. This is inclusive of lecture materials & certificate.
- Online payment of the registration fee shall be paid in full either on the first or last day of the online training to the following account:
Efficiency + Effectiveness (E2) Consulting Inc. - BPI Kamuning Branch CA #3140-0295-71
- No reservation/ advanced payment needed.
- The course is limited to 50 online enrollees per class on a first-come first-served basis.

Reservation Form:

YES, I will attend the Online Process Streamlining Specialist Course on June 6, 13, 20, & 27, 2020
Full Name: _____

Position/ Profession: _____

School/ Company/Organization: _____

Cell Phone No.: _____

Email Address: _____

Signature: _____

Please accomplish this form, take a picture or scan, and send it through email at drjacob@e2consultinginc.com or thru <https://www.facebook.com/e2courses/>



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Efficiency + Effectiveness



**ONLINE
PROCESS STREAMLINING
SPECIALIST COURSE**

June 6, 13, 20, & 27, 2020
Saturday/ 9am-5:00pm
Via Zoom

<https://www.facebook.com/e2courses/>
<https://e2consultinginc.com>

e² Consulting Inc.
Efficiency + Effectiveness

ONLINE
ISO 9001:2015
INTERNAL QUALITY AUDITOR COURSE

August 1, 8, 15, & 22, 2020
Saturday/ 9am-5:00pm
Via Zoom

Rationale:

ISO 9001:2015 Internal Quality Audit is a systematic and independent assessment on the effectiveness of any organization's quality management system and its overall performance and demonstration of compliance with the international standards based on planned arrangements of your quality management system and how its processes are implemented and maintained.

This course is intended to equip ISO 9001:2015 auditors to conduct effective audits of an organization's quality management system and understand the requirements of ISO 9001:2015 to be able to conduct a successful audit.

It is in this context that the ISO 9001:2015 Internal Quality Auditor Course is being offered as a key initiative of the e² Consulting Inc. - Efficiency + Effectiveness. It is intended to provide a course to professionals who want to enhance their skills on structured methodology to conduct an internal quality audit as a requirement of the ISO 9001:2015 standards and in preparation for the certification of the organization.

It is a 32-hour course program focuses on the fundamental knowledge, and skills necessary to conduct an ISO 9001:2015 Internal Quality Audit with the use of its principles, practices, tools, and approaches that will result to continuous improvement of the organizations.

The course includes online workshops to prepare you for real-life auditing situations including management of audit process and complete reporting. It is also competency based and will incorporate discussions, online instruction, and exercises/ cases.

Course Objectives:

At the end of the course, the participants will be able to:

- Describe the ISO 9001 Quality Management System (QMS)- Requirements standard and development process
 - Determine the evidence needed to demonstrate conformity to ISO 9001:2015
 - Evaluate documented information required by ISO 9001:2015 and the interrelationships between the quality processes, quality planning, policy, and objectives
 - Apply the principles, processes, and methods of auditing
 - Demonstrate the activities involved in preparing for an audit
 - Determine an effective audit in the context of the auditee's organizational situation
 - Apply effective audit skills and practice personal behaviors necessary for an effective and efficient conduct of a management system audit
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Course Outline:

- I. Internal Quality Auditing Fundamentals
 - a) Types of quality audits
 - b) Purpose and scope of audits
 - c) ISO 9001:2015 Criteria to audit against
 - d) Roles and responsibilities of internal quality auditor
 - e) Professional conduct of internal quality auditor
- II. Internal Quality Audit Process
 - a) Internal Quality Audit Preparation and Planning
 - b) Internal Quality Audit Performance
 - c) Internal Quality Audit Reporting
 - d) Internal Quality Audit Follow-up and Closure
- III. Internal Quality Auditor Competencies
 - a) Internal Quality Auditor Characteristics
 - b) On-site audit resource management
 - c) Conflict resolution
 - d) Communication and presentation techniques
 - e) Interviewing techniques
 - f.) Internal Quality Audit Team Dynamics
- IV. Internal Quality Audit Program Management
 - a) Internal Quality Audit Program Development
 - b) Internal Quality Audit Program Management
- V. Root Cause Analysis
 - a.) Define the Problem
 - b.) Understand the Problem
 - c.) Analyze the Problem
 - d.) Generation of Alternative Solutions
 - e.) Evaluation of Alternative Solutions
 - d.) Choosing the Best Solution
 - e.) Solution Implementation & Follow-up

Target Participants:

- Graduates of any Bachelor's Degree whose work or career interest is into quality management & auditing.
-

Contact Details:

For further information, please contact:

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 - Six Sigma & Lean Systems
 - Systems Analysis
 - Business/Performance Excellence
 - ISO 9001:2015
 - Strategic Planning
 - Process Streamlining
-

Registration & Exam Fees:

- The early bird training registration fee is P2,500.00 for those who will reserve on or before July 3, 2020. Regular rate of P3,000.00 per enrollee applies beyond this period. This is inclusive of lecture materials & certificate.
- Online payment of the registration fee shall be paid in full either on the first or last day of the online training to the following account:
Efficiency + Effectiveness (E2) Consulting Inc. - BPI Kamuning Branch CA #3140-0295-71
- No reservation/ advanced payment needed.
- The course is limited to 50 online enrollees per class on a first-come first-served basis.

Reservation Form:

YES, I will attend the Online ISO 9001:2015 IQA Course on August 1, 8, 15, & 22, 2020

Full Name: _____

Position/ Profession: _____

School/ Company/Organization: _____

Cell Phone No.: _____

Email Address: _____

Signature: _____

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ONLINE
ISO 9001:2015
INTERNAL QUALITY
AUDITOR COURSE

August 1, 8, 15, & 22, 2020
Saturday/ 9am-5:00pm
Via Zoom

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e² Consulting Inc.
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**ONLINE
RISK-BASED
STRATEGIC PLANNER COURSE**

**October 3, 10, 17, & 24, 2020
Saturday/ 9am-5:00pm
Via Zoom**

Rationale:

Risk-based thinking is presented within the introduction of the ISO 9001:2015 standard. A risk is a positive or negative deviation from the expected. Addressing a risk could mean pursuing a new opportunity. The better your organization manages risks, the better prepared you are to face uncertainties. Organizations are required during planning of their quality management system to address both risks and opportunities. Opportunities can include the adoption of new customers, products, technology or practices.

In effect, 9001:2015 risk management requires the organization to plan and establish an end-to-end process for risk management and then to execute that process consistently, carefully and widely.

This course is intended to equip risk-based strategic planners to conduct strategic and operational planning based on identified risks and opportunities of the organization.

It is in this context that the Risk-Based Strategic Planner Course is being offered as a key initiative of the e² Consulting Inc. - Efficiency + Effectiveness.

It is intended to provide a course to professionals who want to enhance their skills on structured methodology to conduct a risk-based strategic and operational planning of the organization.

It is a 32-hour course program focuses on the fundamental knowledge, and skills necessary to conduct a risk-based strategic and operational planning with the use of its principles, practices, tools, and approaches that will result to effective planning of the organizations.

The course includes online workshops to prepare you for real-life planning situations including planning process and complete templates for reporting. It is also competency based and will incorporate discussions, online instruction, and exercises/cases.

Course Objectives:

At the end of the course, the participants will be able to:

- Review/develop mission and vision of the organization
- Develop quality policy and objectives
- Identify strategic internal and external issues
- Identify organizational risks & opportunities/ risk registry
- Prepare risk assessment plan
- Develop risk-based strategic plan
- Prepare operational plans

Course Outline:

- I. Introduction to Risk-Based Strategic Planning vis-à-vis ISO 9001:2015 Planning Framework
 - II. Review/Development of Mission and Vision
 - III. Development of a Quality Policy & Objectives
-

IV. Identification of Organizational Internal & External Issues and Preparation of Risk Registry

V. Development of Risk Assessment Plan/ Probability and Impact Matrix

VI. Development of Risk-Based Strategic Plan

VII. Identification and Setting of Key Performance Indicator Targets

VIII. Preparation of Operational Plans

Target Participants:

- Graduates of any Bachelor's Degree whose work or career interest is into risk, strategic, and operational planning.

Profile of the Principal Resource Person:

Engr. Delfin R. Jacob is the President of e² Consulting Inc., an industrial engineering & management consulting, training, and review corporation. He is the former Director of the Office of Planning and Development of the University of Santo Tomas. He is a Professional Industrial Engineer (PIE) certified by the Philippine Institute of Industrial Engineers (PIIE). He holds a Master of Science in Industrial Engineering degree from the University of the Philippines – Diliman, and completed the academic requirements of the Doctor of Philosophy in Human Resource Management at the UST Graduate School. He is the former Dean of Engineering of the Colegio de San Juan de Letran – Calamba. He is also the former Director of the Center for Continuing Professional Education and Development of UST and an Asst. Professor of Industrial Engineering. He is certified and trained on Lean Six Sigma Black Belt, ISO 9001:2015, Business Excellence, and as a Certified Management Consultant. He has assisted many private and public organizations with more than 25 years of academic and industry experiences.

Contact Details:

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II. GOVERNMENT & BUSINESS SERVICES

- Productivity & Process Improvement
- Six Sigma & Lean Systems
- Systems Analysis
- Business/Performance Excellence
- ISO 9001:2015
- Strategic Planning
- Process Streamlining

Registration Fee:

- The early bird training registration fee is P2,500.00 for those who will reserve on or before September 5, 2020.
- Regular rate of P3,000.00 per enrollee applies beyond this period. This is inclusive of lecture materials & certificate.
- Online payment of the registration fee shall be paid in full either on the first or last day of the online training to the following account: Efficiency + Effectiveness (E2) Consulting Inc. - BPI Kamuning Branch CA #3140-0295-71
- No reservation/ advanced payment needed.
- The course is limited to 50 online enrollees per class on a first-come first-served basis.

Reservation Form:

YES, I will attend the Risk-Based Strategic Planner Course on Oct. 3, 10, 17, & 24, 2020

Full Name: _____

Position/ Profession: _____

School/ Company/Organization: _____

Cell Phone No.: _____

Email Address: _____

Signature: _____

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RISK-BASED
STRATEGIC PLANNER
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