

# KAIZEN™ Fundamentals Course – Agenda

Date: October 23<sup>rd</sup>, 2025

Duration	Topic	Responsible / Participants
09:00 – 09:30	Welcome & Introduction Participants' presentation and objectives	Bulgarian Industrial Association Members Essity Bulgaria Team Kaizen Institute Romania Consultant
09:30 – 10:15	KAIZEN™ Business System presentation	
10:15 – 10:45	Value Added and Muda	
10:45 – 11:00	Break	
11:00 – 11:45	Problem Solving Story	
11:45 – 12:30	5S	
12:30 – 13:30	Lunch	
13:30 – 14:00	Application within the conference room (1)	
14:00 – 14:30	Standard Work	
14:30 – 15:15	Application within the conference room (2)	
15:15 – 15:30	Break	
15:30 – 16:00	Visual Management	
16:00 – 16:30	Case Studies with KAIZEN™ best practices	
16:30 – 17:00	Debates concerning fundamental methods, daily management and process improvement. Conclusions	

# Break Barriers through Continuous Improvement – Agenda for Practical Exercise

Date: October 24th, 2025



Duration	Topic	Responsible / Participants
09:00 – 09:30	Welcome & Introduction Participants' presentation and objectives	Bulgarian Industrial Association Members Essity Bulgaria Team Kaizen Institute Romania Consultant
09:30 – 10:00	Event opening Tork: Equipped to improve	
10:00 – 10:20	Introduction for practical exercise	
10:20 – 10:30	Break	
10:30 – 10:50	Start workshop –understanding your role	
10:50 – 11:30	Team work time	
11:30 – 12:00	Process analysis and improvements proposals	
12:00 – 13:00	Lunch	
13:00 – 13:30	Team work II –improved processes adding suppliers support	
13:30 – 13:50	Feedback over improvements value	
13:50 – 14:00	Observers' feedback	
14:00 – 14:15	Event closing	