

Public Training Dates



Your Lean Six Sigma Partner
...providing practical solutions for you

Our training approach

We train by doing.

Our approach to training is that effective knowledge transfer consists of theory backed up by practical application.

We tailor the level of detail and the contents of our training to suit participant knowledge and individual requirements.

Our consultants

Our consultants are all certified Lean Six Sigma Master Black Belts who have gained a wide range of Six Sigma experience in multinational companies with established Six Sigma deployments. They all have considerable Lean Enterprise experience which they bring to bear in segmenting waste and variation in processes.



Lean Six Sigma

Course Description	From	Duration	Session
Green Belt	14 July 2008	5 Days	1
	11 August 2008	5 Days	2
Green Belt	27 October 2008	5 Days	1
	1 December 2008	5 Days	2
Green Belt to Black Belt Conversion	2 March 2009	5 Days	1
	20 April 2009	5 Days	2
Green Belt	20 July 2009	5 Days	1
	24 August 2009	5 Days	2

What's included?

Courses are non residential and all prices are per delegate and exclude VAT. The price includes tuition, comprehensive training and reference materials. Overnight accommodation is **NOT** included in the price.

The statistical analysis during the courses is carried out using MINITAB™ Statistical Software. Delegates are required to bring a laptop loaded with Microsoft Excel, Microsoft Word, Microsoft PowerPoint and MINITAB™ to the training. For the first session temporary evaluation copies of Minitab can be provided. Delegates will need to obtain a full license version for the remaining sessions.

To ensure maximum effectiveness of training, the numbers of delegates is limited to 12 per course.

Lean Six Sigma Public Courses - Terms & Conditions

Course Booking

Course bookings may **provisionally** be made by contacting Paloma Consulting Limited via telephone, email or fax.

Fees

Upon receipt of a provisional booking, an invoice will be issued. A deposit of at least 20% of the total invoice must be paid within 14 days of the invoice date to reserve a place on the course. The delegate's place on the course is not confirmed until the remaining balance of the invoice has been received and cleared, at least 3 weeks prior to the start of the course.

Please note if the booking is made less than 4 weeks prior to the course then the full amount will be requested in one payment. Invoices will be sent electronically by email unless an alternative method is requested.

The course fee is exclusive of VAT and any other applicable taxes.

The fee covers tuition, course materials and documentation and excludes any overnight accommodation or transportation which will be the responsibility of the delegate.

Payment of the course may be made by Cheque, BACS or Direct Bank Transfer. Full payment details will be provided on the invoice.

By confirming attendance with full payment the delegate is deemed to have read and accepted the terms and conditions detailed here in full, and accepted the cancellation policy detailed below.

Cancellation Policy

Cancellations must be made in writing and at least 4 weeks prior to the commencement of the course.

Any cancellations that are made between 4 - 8 weeks prior to the commencement of the course will have a full refund less 10% of the **total** invoice amount.

No refund will be available if the cancellation is made after 4 weeks prior to the commencement of the course.

Paloma Consulting Limited reserves the right to cancel any training session for any reason by notifying delegates of such cancellation prior to the beginning of the training; in which case fees will be fully refunded.

In the event of a cancellation arising from events outside our control, including adverse weather conditions or industrial action, an alternative date will be provided. In such circumstances Paloma Consulting Limited will not offer any refunds.

A Company may substitute a named delegate up to one week prior to the first session of training by giving notice of the substitution in writing. Substitutions **cannot** be made once the training programme has commenced.

Prices

For prices of all our current public courses please contact us by email at:

info@palomaconsulting.com

or telephone:

+44(0)1932 867032

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