



## Lean Certification: Training, Education, and Recertification Requirements

Your education, training, and development for recertification should include four (4) or more of the various categories of professional development activities listed below:

**NOTE: Each category must not exceed a total of 24 of the 60 hours required (40% of the total requirement).**

On-Going Professional Development Activities	Bronze – Silver – Gold
Recertification Element	60 hours required during the 3-year recertification period
<b>Attendance</b>	<b>Maximum: 24 hours over a 3-year period</b>
AME or SME Chapter Meeting (meeting month/year)	1 hour per meeting
Conferences: Regional or National Lean Conferences (conference name/location/year)	3 hours per day of attendance

<b>Authorship/Ownership</b>	<b>Maximum: 24 hours over a 3-year period</b>
Application for Lean Award (e.g., Shingo, Best Plant) (provide award name/application date)	3.5 hours per application
Author a Published Lean Paper (provide paper title/publishing date)	3 hours per paper
Preparing Materials for Speaker (provide topic/speaker name/location/date)	0.5 hour per presentation, maximum 4 hours per year
Publish a Lean Book (provide book title/publishing date)	25 hours per book
Upload Recertification Reflection	6.5 hours, limit one per recertification period

<b>Education</b>	<b>Maximum: 24 hours over a 3-year period</b>
College Course: Must be Body of Knowledge Related (course name/year)	15 hours per college credit hour
Continuing Education Units (CEU) (course name/year)	10 hours per CEU
Create Lean Training Material (provide topic/date delivered/audience)	1 hour per hour spent creating materials, maximum of 4 hours
National or Regional Sponsored Course/Workshop/Video/Webinar: Must be Body of Knowledge Related (topic/year)	1 hour per hour
Company/Organizational Training	1 hour per hour of instruction, max 8 hours
Read a Lean Book (provide title)	4 hours per book
Submit a Written Book Review (provide review/link for reference)	2 hours per book
Teach a Lean Course (provide name of course and date delivered)	1 hour per hour of instruction
Teach the AME/Shingo Institute/SME Lean Certification Exam Prep Course (course/date)	8 hours per prep course

<b>Involvement</b>	<b>Maximum: 24 hours over a 3-year period</b>
Committee Activity (i.e., Lean Gold Certification interview team, writing articles, item writing, etc.) (activity/year)	0.5 hours per activity hour
Kaizen/Lean Event – Facilitator (event description/location/duration)	1 hour per event day
Kaizen/Lean Event – Participant (event description/location/duration )	0.5 hours per event day
Presenting/Co-Presenting Lean Event (lean event name/location)	1 hour per engagement
Read/Score AME/Shingo Institute Award Application/Achievement Report (business name/location/year)	4 hours per application/achievement report
Review a Lean Certification Portfolio or Accomplishment Record (candidate name/month/year)	2 hours per portfolio/accomplishment record
Proctor a Lean Exam	1 hour per exam, maximum 4 hours per year

<b>Leadership</b>	<b>Maximum: 24 hours over a 3-year period</b>
Elected Officer of a Lean Organization (position/organization/year(s) of service)	8 hours per year of service
Member Leader of a Lean Organization (name of organization/year(s) of service)	5 hours per year of service
Member Who Performs Ad-Hoc Sub-Committee Responsibilities (committee/organization)	1 hour per event/activity, for a total of 9 hours per year – 24 hours maximum for ad-hoc service
Mentoring (mentee's name)	1 hour per hour, maximum of 24 hours per year
Organize a Lean Event for AME, Shingo Institute, or SME (event name/date)	2 hours per event

<b>Go to Gemba</b>	<b>Maximum: 24 hours over a 3 year period</b>
Book Review for Shingo Institute or Lean Certification Recommended Reading List (provide book title)	2 hours per assessment: written report required, maximum of 4 hours per year
Lean Employment (company name/position title/duration)	2 hours per month, maximum of 8 hours per year
Plant/Site Assessment (company name/location)	4 hours per assessment: written report required, maximum of 8 hours per year
Plant/Facility Tour (facility name/location)	1 hour per tour, maximum of 4 tours per year

<b>Customer Feedback</b>	<b>Maximum: 6 hours over a 3-year period</b>
LinkedIn, Lean Registry, or Other Documented Recommendation/Testimonial (name/position title)	0.5 hours per written recommendation/testimonial