

### **Deployment Action Plan Checklist:**

1. Establish business case first
2. Establish the leadership team
3. Identify Corporate Critical Y's and set goals
4. Identify time line for deploying
5. Black Belts: Operations, Services, Product Development
6. Greenbelts: Ops, Services, Product Development
7. Implement Project Tracking system
8. Identify potential projects linked to Critical Y's
9. Identify Champion and Black Belt candidates
10. Prioritize the projects and assign to the appropriate Black Belts(s)
11. Complete a charter for each project, including financial impact
12. Determine the project review methods and frequency for your business and plant or area.
13. Determine if the resources and leadership commitment are in place to make the project(s) successful
14. Determine the communications methods for your plant & business
15. Develop Reward & Recognition guidelines