

CORE PROCESS NAME:

KPIs or QUALITATIVE MEASURES TO THE PROCESS IMPROVEMENT:

BREAK DOWN THE MAJOR STEPS (who does it, by when, how, with what resources, what does success look like)

1.

2.

3.

4.

5.

INSTRUCTIONS:

1. Every part of the company/organization should have at LEAST one Core Process
2. Every step should have a bias toward action, that is not planning, studying, etc ... if there is a step like that then include the action that would follow the study, plan, etc ...
3. Each Core Process COULD fit on one page, but not this page necessarily. Every member of the leadership team should review and agree this is the ONE right way that this Core Process runs.
4. Practice the Core Practice and implement 1% compound improvements over time.