AME Regional event planner

# Event Title

# Course description: *Be sure to include what’s important about the event. What topics will be covered?*

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# Host company: *Include company name and description*

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**Presenter(s)**  
*Include name and bio*

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**Participant benefits**   
*What are the major takeaways from this event?*

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**Who should attend?**

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**Agenda**   
*Provide a detailed agenda with times, if you have them.*

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| XX:XX a.m. –  XX:XX a.m. –  XX:XX p.m. – |

Event Dates

|  |  |
| --- | --- |
| Time Zone |  |
| Start Date | Start Time |
| End date | End time |
| Registration Deadline date | Time |

Other required information

How will event be held?

* Virtual
* In-Person
* Hybrid

Type of event?

Tour

Workshop

Registration fee (if applicable)

Expenses for the event?

Lean Sensei themes

* Management System
* People-Centric Leadership
* Safety and Environmental Health
* Operations Improvement
* Business Operations
* Product Development
* Supplier Development and Procurement
* Technology
* Quality Focus
* Cost
* Delivery
* Profitability

Data tags

* 5S
* Capacity Management
* Carbon Neutral
* Change Over
* Continuous Improvement
* Cross Training
* Customer Loyalty
* Customer Results
* Design External
* Design Internal
* Design Tools
* EBIT
* Employee Development
* Energy
* Finished Goods
* Information Synchronization
* Inventory Turns
* Layout for Flow
* Lead Time
* Leader Standard Work
* Level Loading
* Maintenance Programs
* Management System Reporting
* Market Share
* Material Handling
* Morale
* On Time and Complete
* Operating Income
* Parts Shortages
* Policy Deployment
* Premium Freight
* Problem Solving
* Pull Based Systems
* Pull Systems
* Quality
* Raw Materials
* Respect for Team Members
* Rewards and Recognition
* Safety
* Scrap
* Service Levels
* Standard Work
* Supplier Decisions
* Supplier Improvement
* Synchronization
* Value Add / Employee
* Value Streams
* Visual Performance
* Warranty
* Waste reduction