

Hello!

Here is more information about participating in the Community of Lean Lounge at the 17th Annual Northeast Lean Conference on October 6-7, 2021 in Springfield, MA. This year's theme is "**Getting Back to the Future**". Thank you for considering being a part of GBMP's biggest event of the year. We couldn't do it without volunteers like you. But we promise, you and your team will benefit from participating. Keep reading to learn more.



GBMP's mission and this conference's purpose is to promote and recognize world-class Lean management and operating practices. And the 17th annual Northeast Lean Conference helps us achieve our goal to create a Lean network where companies share across industry through two days of enriching and inspiring education, networking, sharing & benchmarking for organizations, big and small, from manufacturing to healthcare.

We hope you are interested in this fun and rewarding opportunity and will consider our invitation to participate. All of us involved with the conference appreciate and cherish the special relationship we develop with our participants which extends far beyond the two-day conference. We look forward to welcoming you to Springfield next October for what promises to be the most exciting and successful Northeast Lean Conference yet. The agenda includes keynotes by Lean luminaries plus plenary and breakout sessions by many inspiring Lean practitioners just like you.

I know there is a lot of information on the following pages. If you have any questions at all, please do not hesitate to get in touch. I look forward to hearing from you.

Yours sincerely,

Lela Glikes, Conference Coordinator

LGlikes@gbmp.org - 617-969-1396 x2

What is the Community of Lean Lounge?

If you attended previous Northeast Region Lean conferences, you know that the "Community of Lean" Lounge is a place where companies on the Lean journey share their efforts (implementation of best practices, strategic lean policy and deployment, etc.) as well as the obstacles overcome, results achieved and how they are sustaining their improvements. **Yokoten** is the practice of peer-to-peer sharing, copying and implementing of kaizen ideas, either exactly or with customized improvements and it's a good thing! Regardless of where you are in your Lean Implementation you have information of value to share with conference attendees, a dedicated group of people eager to see the power of belonging to a Lean community and how to initiate or improve their Lean implementations.

What will participating in the Community of Lean Lounge entail?

We are asking for a representative or two from each participating company to come to the conference and share highlights from their Lean Implementation. This occurs in an interactive, informal setting at selected times during the two-day conference. Our goal is to have 10 - 15 participating companies in the lounge and we expect more than 400 attendees at the event from our region as well as from other parts of the country. Attendees come from some of the largest companies and from some of the smallest – from the manufacturing, healthcare and service sectors as well as other industries interested operational excellence and continuous improvement. During the other times, your representatives are invited to attend sessions and participate in the event like any other registered attendee.

Each company provides us with a description of its business and Lean Initiative, including shop floor size, number of employees, improvements implemented, milestones achieved and any other information they wish to share (we have a template for you to follow to make things a little easier). **GBMP will produce your poster** and provide an easel for the poster to stand on. This helps get the conversations started but by no means ends the interactions between your representatives and the attendees. Your company reps discuss their Lean implementation experience with conference attendees who will be circulating throughout the room, visiting all the tables. Participating companies do not have to provide anything else unless they want to. Digital or physical small-scale visual aids (photo albums, laptop displays for example) are most welcome.

Representatives can expect to be speaking one-on-one with someone or addressing a group of people at one time and so should be comfortable answering questions about the implementation at your company, the tools, the best practices, the obstacles, the results etc.

We do request that Community of Lean Lounge participants set up their displays on Tuesday, October 5th, anytime between 3:00 pm to 6:00 pm – that's the day before the conference opens - so you are ready to receive visitors during registration and breakfast on the first morning of the conference. In exchange for your participation, you will receive two free registrations for the two-day conference and the Wednesday night social event!

What do we need from you and when?

Please email the form below and a high-resolution file of your company logo to Lglikes@gbmp.org by **Wednesday, June 30, 2021** (this doesn't mean you need to wait until then – send these along anytime; this form is simply your acceptance of our invitation and commitment to participate – essentially to reserve your table so we don't offer it to anyone else).

One 6-foot table (skirted and draped), 2 chairs, one poster (content from you/printed by us) and one easel will be provided for you onsite. Electric power is an option if you wish to show a slide show on a laptop or have any other type of visual aid (no charge). Please note your requirement on the form.

That's all there is to it. I hope you will accept our invitation. We are confident it will be a rewarding and fun experience for your team members.

Quick Info At a Glance

EVENT DATES: Wednesday & Thursday, October 6-7, 2021

Set Up: Tuesday, October 5, 2020 after 3 PM

Please submit this form and your company logo by:

Wednesday, June 30, 2021

Please submit your poster content by:

Friday, August 13, 2021

(IMPORTANT NOTE: Please submit your poster content in Word; be sure to include these standard sections, but otherwise be as creative as you'd like: Company Name, Industry, Location(s), No. of Employees, Year Lean Initiative began & Highlights; see example attached to your invitation email)

Community of Lean Lounge Participant Entry Form

Contact Information/Registration *(please print)*

Contact Name:

Company:

Street Address:

City: _____ State: _____ Zip Code: _____

Phone (Office/Cell):

E-mail:

Request electrical service at table: (please circle) Yes No

Names & emails of company representatives who will attend the conference (if you are unsure of these at this time, please submit this information by Friday, September 10, 2021 at the latest)

1.

2.

Email forms, documents, and files to: LGlikes@gbmp.org

Questions: Call anytime - Phone 617-969-1396 ext. 2

www.northeastLEANconference.org

Please feel free to contact the conference coordinator with questions anytime.