**Confirmation Letter of Sponsor for Six Sigma Green Belt Business-Projects**

*Please submit this letter to the sponsor of your project with the request to a) fill in the spaces in the [****brackets****] and b) let him/ her return the completed text to:* reiner.hutwelker@tum.de .

*By doing so, you confirm that your identified Business-Project is real, and that you will receive the necessary support for its successful implementation.*

My name is [**managers name**] from [**company name**]. I am responsible for the process [**process name**].

I confirm, that [**candidates name**] will implement the Six Sigma project in my area of responsibility and will support [**candidate**] along the DMAIC phases (DEFINE, MEASURE, ANALYSE, IMPROVE, CONTROL).

For the Lean Six Sigma Green Belt certificate he/ she will measurable solve:

- a Quality-Problem (e.g. defects of the output),

- an Availability-Problem (e.g. reduce cycle time or increase volume) and

- a Consumption-Problem (e.g. better utilization of inputs/ resources; elimination of waste).

I allow [**candidate**] to conduct interviews with internal customer, to involve experts of the topic and to conduct workshops

a) in the MEASURE phase to analyse the inputs and the process and

b) in the transition of the ANALYSIS to the IMPROVE phase to determine the root causes of the problems and to develop solution ideas to eliminate the root causes.

At the end of each DMAIC phase, [**candidate**] will present the most important results of this phase in his/ her Project-Story-Book. Based on these results, I will decide on the success of the project so far, either to require adjustments in the current phase or to recommend the transition to the next DMAIC phase.

The decision about the implementation of solutions in the IMPROVE-Phase is up to me. I note, however, that a project in which no solutions are implemented, and which does not lead to measurable improvements cannot be certified.

Therefore, I will check the calculated financial and other benefits for plausibility after the approved solutions are implemented.

I accept that the application and registration at the TUM School of Management begins with the sending of this eMail, and that the course fee must be transferred if the Project-Topic and Project-Definition have passed the suitability check.