



# Process Improvement/Lean Six Sigma Consulting and Training for Government Agencies

SBA 8(a) Certified SDB

**Program Dates:** 9/23/2021-9/22/2030

**DUNS** 079796543

**NAICS Codes** 541611, 541611Y, 541612Y, 541614Y, 541618Y, 541990Y, 611430Y,  
541512, 541519, 541690, 561110, 561990

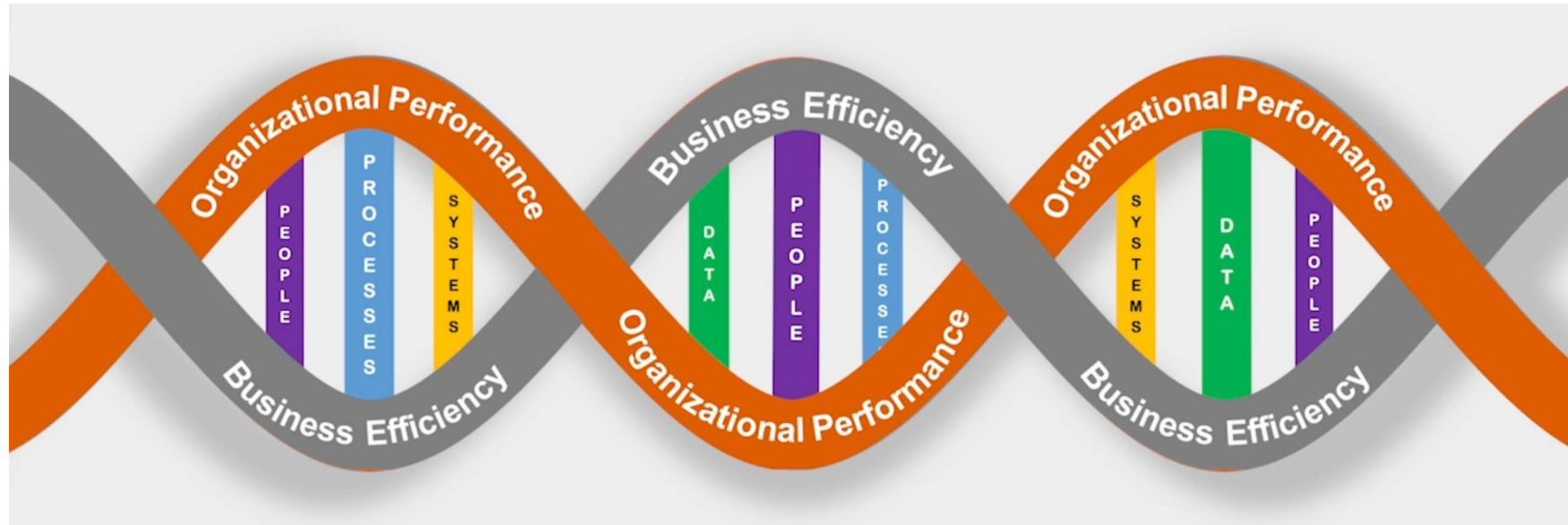
The Efficiency Group (TEG) believes that government agencies are filled with good people who want to develop and deliver great services.

TEG has developed online training and in person Lean Six Sigma (LSS) services geared to do just that – support staff in process improvement engagements to help them achieve their mission critical goals with greater quality, efficiently, and more cost-effectively.



HELIX – our proprietary approach helps employees organically improve organizational performance and develop a culture of efficiency, thereby positively impacting organizational success.

# The HELIX Approach

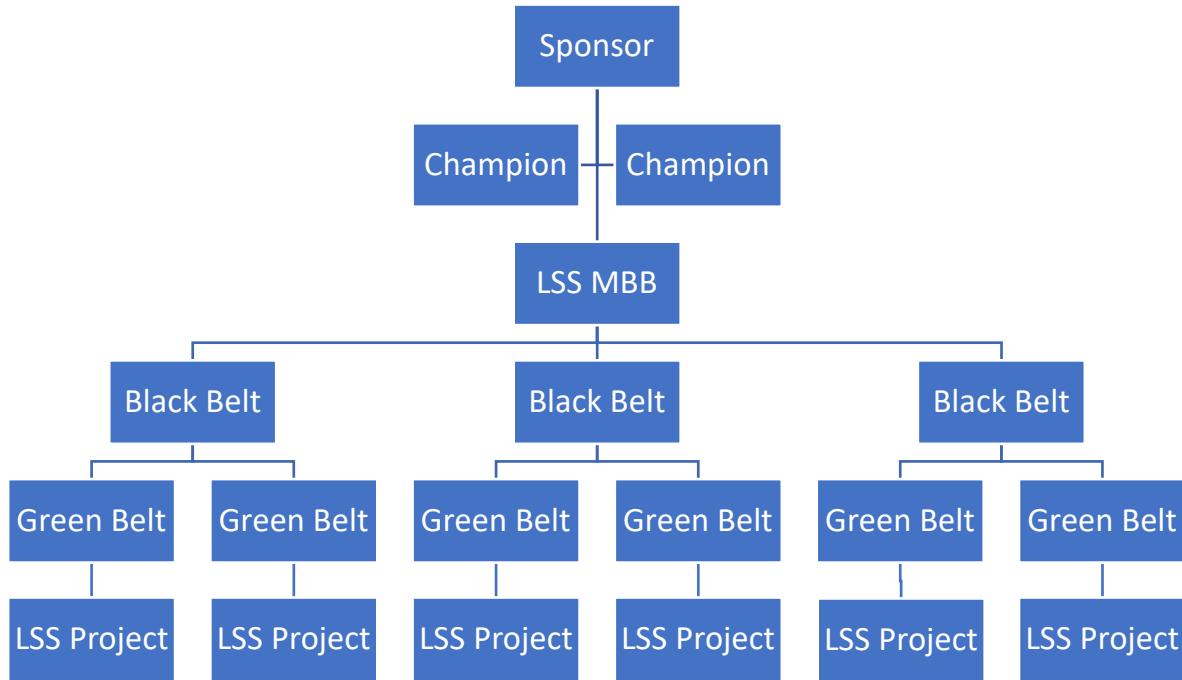


Genuine process improvement is more than just “process” improvement. To be effective, it must include people, data, and systems. TEG’s proprietary process improvement approach – HELIX – recognizes that people, processes, systems, and data are the “DNA” of every organization and must be considered collectively to achieve true process improvement.

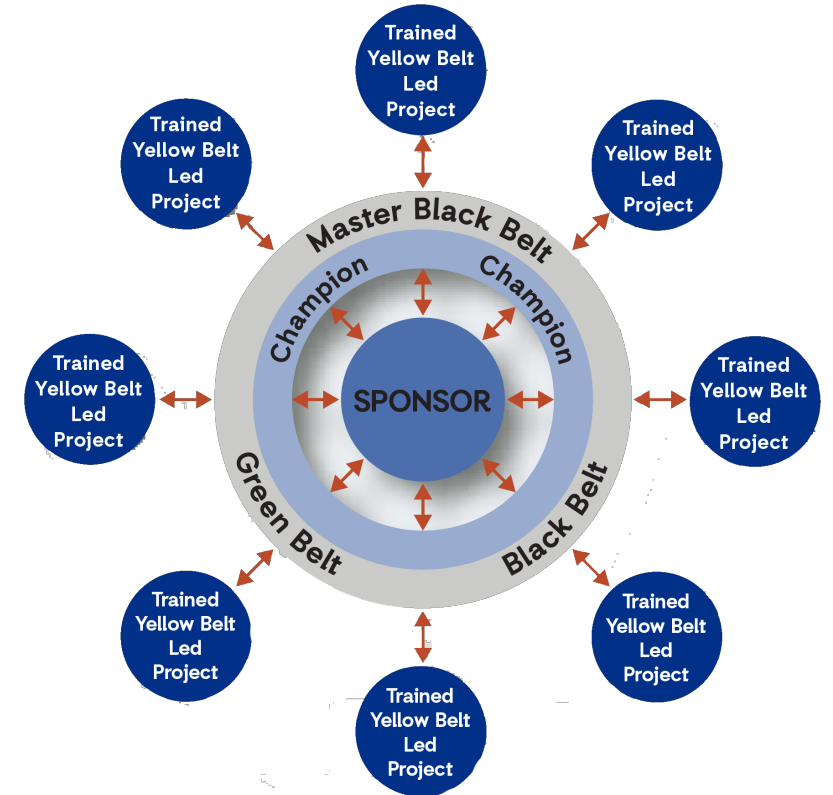
# Traditional Process Improvement

vs

# The HELIX Approach



Heavy hierarchy – inflexible



Nimble – empowering all levels to improve

# Lean(er) LSS Implementation



The Efficiency Group is a full-service Lean Six Sigma provider for government agencies and private sector companies offering program development, program implementation, and training

## The Efficiency Group

- Over 20 years of experience working with government agencies and private sector organizations
- Specializing in Lean Six Sigma Training, Development, and Implementation
- Efficient, results-driven staff
- Expertise in multiple organizational functions including:
  - IT development
  - Grants and Contract Management
  - Human Resources
  - Financial Management

## Sample Engagements



**GENERAL DYNAMICS**  
Information Technology



National Institutes  
of Health



National Heart, Lung,  
and Blood Institute



*the* **DataBank**  
NATIONAL PRACTITIONER



# CAPABILITIES



## Lean Six Sigma PROGRAM DEVELOPMENT and UTILIZATION

Develop in-house Lean Six Sigma capabilities using The Efficiency Group's experts and affordable guidance. We will leverage your organization's goals, mission, and culture to tailor a specific program. Together we define an implementation strategy that will streamline processes, increase efficiency and improve organizational performance. Can also feature the cost-effective assessment of an organization's existing processes, standards development, and maintenance of materials to ensure ongoing business process relevance and consistency; no more "reinventing the wheel" every time your business processes need a refresh

Organizations looking to take full advantage of Lean Six Sigma techniques will find The Efficiency Group very cost-effective.

## Lean Six Sigma IMPLEMENTATION AND STAFFING

Fully utilize Lean Six Sigma to enhance operations, improve performance and increase efficiency with The Efficiency Group's Lean Six Sigma program implementation. Together we define the key program or project phases including process identification, prioritization, modeling and improvement identification, new process implementation, and continuous improvement. The Efficiency Group program implementation services are unique. We recognize the importance of ensuring communications and change management as appropriate components of the effort. We work with your enterprise to ensure maximum transparency, effectiveness, and results.

# CAPABILITIES

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## ONLINE Lean Six Sigma PRACTICAL TRAINING

An affordable, comprehensive course providing the fundamentals of Lean Six Sigma process improvement. Students are certified as LSS-Yellow Belt Trained, received professional development credits, and are provided with the skills necessary to organically improve organizational business processes. Delivered online with engaging videos that feature proven Lean Six Sigma techniques with real-life case studies. A modern approach in a dynamic and engaging style that keeps students interested and motivated. This is the fastest and most economical way to train staff which also **includes free post-training implementation mentoring support** when 10 or more licenses are purchased.

## IN-PERSON Lean Six Sigma PRACTICAL TRAINING

An intensive course providing the fundamentals of Lean Six Sigma process improvement. Students are certified as LSS Yellow Belt-Trained and provided with the skills necessary to evaluate and improve organizational business processes. Each training module is based on proven Lean Six Sigma techniques, with real-life case studies, hands-on exercises, and modern approaches in a dynamic and engaging style that keeps students interested and motivated. This training is offered offsite in a dedicated two-day intensive structure.

# CAPABILITIES

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## TEG's LSS/process improvement supports multiple organizational goals:

- Process efficiency at the project, program or enterprise level
- Organizational assessment and redesign (i.e., workforce planning and staffing; staff skills, capabilities and training needs; alignment of functions to strategic goals; process “capacity” determination (Voice of the Process))
- New process testing and assessment
- IT system / database design, development, replacement and/or “modernization”
  - New process development (“Never automate an inefficient or outdated process.”)
  - Fundamental requirements determination
  - New system identification and assessment; functionality, business rules, criteria
  - Market assessment
  - Cost/benefit analysis; development, implementation, O&M
  - IV&V



# CAPABILITIES

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- Process automation using workflow tools and capabilities
- Machine learning
- SOP and process policy development
- Continuous Process Improvement (CPI)
- Task-execution training development and delivery
- Organization-wide training for process improvement and efficiency
  - Develops a culture of efficiency
  - Supports organic process improvement
  - Include post-training mentoring
  - Supports improved employee morale

# Engagement Examples

**Department of Energy, Energy Information Agency** - Leading the effort to develop and implement standardized processes and a reorganized organizational structure at the Office of Energy Statistics. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

**National Heart, Lung and Blood Institute, National Institute of Health** – Supporting efforts at NHLBI in improving all business-critical functions including those associated with grant award and management, financial management, human resources, and contract management. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

**Department of Energy, Energy Efficiency and Renewable Energy, EERE Budget Office** - Technical lead for an effort examining EERE Budget Office operations and processes and identifying opportunities for improving both. Support includes process interviews, modeling, and requirements definition. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

**General Dynamic Information Technology** – TEG led a multi-day Kaizen event examining GDIT HR functions and developing a more integrated, more streamlined approach for process execution. This effort brought together multiple GDIT organizations to review existing processes. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

**Environmental Protection Agency, Office of Grants and Debarment** – TEG supported the examination of current GMLoB services (ezFedGrant, Grantsolutions, and G5) to determine their applicability to EPA's grants making business processes. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

**Department of State, Bureau of Population, Refugees, and Migration Refugee Processing Center (RPC)** – TEG led the effort to reengineer RPC processes in support of greater efficiency, standardization, and new system design. [Details at: efficiencygroupllc.com](http://efficiencygroupllc.com)

# CONTRACTS and CONTACT



For government customers, The Efficiency Group LLC is an SBA 8(a) Certified SDB, is available via the GSA MAS Schedule (Contract#: 47QRAA19D0029), and the OPM/GSA Human Capital and Training Solutions (HCaTS) vehicle as a subcontractor.

For more information, visit our website or contact Frank Vega directly.

**The Efficiency Group LLC**  
[www.efficiencygroupllc.com](http://www.efficiencygroupllc.com)  
(703) 328-1615  
[info@get-efficient.com](mailto:info@get-efficient.com)



**Frank Vega**  
Principal, LSS Master Black Belt  
[frank.vega@get-efficient.com](mailto:frank.vega@get-efficient.com)

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