

GENERAL  ELECTRIC

SUBJECT

COPIES:

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SCHENECTADY, August 29, 1955

MEMORANDUM:

Roy Fountain holds his sixteenth (16) - three weeks' Value Analysis Training Seminar in Schenectady -- October 3 through October 21.

It will accommodate 78 men -- -- Nominations will be made by the Managers.

Please advise us the number of men you would like to have included by September 9. We will then allot the available capacity on the basis of --

-urgency of need
-Department benefit
- overall Company benefit

and advise you.

Then names can follow.

L. D. Miles
Manager - Value Analysis

LDM:JDF

FOR WHOM IS THE OCTOBER 3 - 21 SEMINAR

1. For any manufacturing, engineering, marketing, or cost section in any department which for any reason wants to greatly increase the usefulness of a good man.
2. For small departments in relatively isolated locations where the difficulties of providing full training locally are many.
3. To train project leaders for large departments which are arranging for full-scale seminars locally during 1956.
4. For any man who, due to special conditions, missed the training in his area when a regular seminar was conducted there.
5. For men closely identified with situations where the elimination of 25% to 35% of the cost with no quality deterioration and without substantial additional investment would be of great benefit to the department.

We normally have some ----

.... Managers of Manufacturing Engineering
.... Managers of Materials
.... Managers of Design Engineering

as well as men in Design Engineering, Design Drafting, Manufacturing Methods, Materials, Marketing and Finance work.

We have had a Manager - Manufacturing

We would like a Manager - Engineering or two.

WHAT QUALIFICATIONS & EXPERIENCE ?

1. Engineering or methods and planning experience or equivalent supported by a general understanding of the properties of materials and their uses.
2. A good creative imagination.
3. Enough initiative, self-organization, and self-drive to start and complete their work with little if any supervision.
4. A feeling of the importance of value.
5. A mature stable personality, not easily discouraged.
6. The desire to work and deal with others and the general knowledge of how to do it.
7. Preferably from 3 to 30 years of work experience. This is a rugged course, based upon realism, not theory -- so that actual experience best qualifies men to grow in it.

WHAT DO GOOD MEN WHO HAVE HAD THIS TRAINING SAY ?

MANAGER OF MANUFACTURING.....

"In my opinion this Value Analysis philosophy is so simple and fundamental that it can be learned in three weeks and at the same time so powerful that it cannot help but multiply many times the effectiveness of almost every management employee of the General Electric Company."

DESIGN ENGINEER.....

"A most rewarding, informative, eye-opening experience-- should be spread as rapidly as possible."

MANUFACTURING ENGINEER.....

"This is without doubt the finest course I've ever attended."

SUPERVISOR OF PRODUCTION.....

"The Seminar is terrific. I have attended many courses-- but I've never gotten so much good in such a short time -- it has changed my thought habits."

SUPERVISOR OF PLANNING.....

"Most informative course I have taken at General Electric."

SOME OTHER PERTINENT INFORMATION -----

In 1952, after one of our Vice Presidents had looked into and evaluated Value Analysis Training, he said, "Train 1000 each year".

For this there was developed the four weeks' seminar (now three weeks)

<u>Year</u>	<u>Seminars</u>	<u>Men</u>	<u>Cumulative</u>
1952	1	70	70
1953	2	121	191
1954	5	297	488
1955	10	751	1239 (8 seminars -- 607 men year to date)

93% have returned to their departments. All who reasonably qualified for this training are providing better profits to their departments in their regular work principally in design, manufacturing and marketing.

7% have continued by securing an additional three weeks of advanced value training, as seminar project leaders and have become full time professional Value Specialists.

The increased accomplishments for their departments of both groups of men has been most startling and gratifying.

For those in management who have not yet had opportunity first hand to determine exactly what Value Analysis is doing and what profit benefits it offers to their functions, we invite your inquiry and we will schedule with you an advisory conference of one-hour at a mutually acceptable time and place.

L. D. Miles
Manager - Value Analysis

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