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| ***To:*** | *opsdirector@officegreen.com; productdirector@officegreen.com; hrspecialist@officegreen.com; srvphr@officegreen.com* |
| ***Subject:*** | ***Action Required: Decision required to be made for progress on Project Plant Pals*** |
| Hello,  Hope you are doing well. As you are aware, I have been working on Project Plant Pals. And, I am grateful to the team members for the successful installation of the software.  We have begun to send out test shipments to our customers. However, I would like to bring to your notice that we are encountering an issue due to a shortage of drivers. As a result, we have delivered only 80% of plants successfully against the benchmark of 90%.  As a repercussion, customer satisfaction is suffered, and some customers have already cancelled their subscriptions. Delivery delays could create more issues like setting back the project timeline, risking product quality and hurting revenue.  I have checked sources for hiring drivers on a contractual basis and have a few more recommendations. I propose to finalise the available options to resolve the issue. I wanted to check on your availability for a meeting tomorrow to discuss the matter in detail and to conclude the next steps. Please advise your convenient time for tomorrow’s meeting.  Thank you in advance for your consideration and insight.  Warm regards,  A Toor  Project Manager- Plant Pals | |