1. Is the process for Warehouse and Plant generally the same?
   1. If not, do you handle both?
   2. What are some of the differences between the two processes? Things that the Plant will request for that the Warehouse won’t, and vice versa?
2. How do you go about requesting a part or set of parts or a trailer from the dispatcher?
   1. Do you request by parts needed, or by the trailer number?
   2. What information does the dispatcher need from you for the request?
3. How is a trailer’s arrival at the docks handled?
   1. Are the drivers informed of which bay they will be approaching before arriving at the dock, or directed to the bay after arriving at the dock?
   2. How long do requested trailers take, on average, to arrive?
   3. Is there any way of estimating the load/unload time of a trailer, or is it too highly variable? What’s the longest a load or unload has taken, to the best of your memory?
4. How are trailer departures handled?
   1. Is there ever a situation where there are no bays available in a dock, when one is needed? Do trailers often have to wait for an available bay?
      1. Do the drivers have to sit idle and wait for the bay to be cleared, or are they only requested after the bays are cleared?
   2. How are available bays in each dock tracked?
   3. Is this typically caused by delays in unloading of the trailers, or the non-removal of trailers when they are no longer needed? Or a third cause we haven’t indicated?
   4. If there is inventory to be loaded on to an empty trailer, is it queued up nearby, ready to be loaded, or is it left in the warehouse to be located when the trailer arrives (in case the dock/bay assignment changes)?
5. How does the dispatcher get informed of a trailer no longer being needed?
   1. Is there a delay in the trailer no longer being needed, and it actually being reported as such?
   2. How long is the typical delay between a trailer being reported as ready and a driver becoming available? How long are they unattended? Are there frequently many unattended trailers at once?
6. How do you currently interact with the TTCS?
   1. What processes do you do manually that the TTCS should theoretically be handling?
7. How frequently are the entire contents of a trailer unloaded vs. only a portion of the contents?
8. How do you report to Monica Munoz? What does your work relationship entail?