

Production & Planning Control

Organizational Requirements

1. Input Provisions

1.1 List of Employees

SR. NO.	NAME	DEPARTMENT	EXPERTISE IN SKILLS	RESPONSIBILITIES

1.2 Department wise List of Skills

1.2.1 Design Department

- Design Calculations (CADEM)
- AutoCAD Drafting
- Solid Edge 3D Modelling
- Solid Edge Drafting
- Most 2D work

1.2 Department wise List of Skills

1.2.2 Production Department

- Welder
- Fitter
- Tacker
- Machinist
- Helper

1.2 Department wise List of Skills

1.2.3 Quality Department

- RT film interpretation
- TC Validation
- POS Validation
- Inspection (Measurements)
- Documentation

1.2 Department wise List of Skills

1.2.4 Other Skills

- Shot Blaster
- Painter
- Packer
- Job loader
- Job Unloader

1.3 List of Activities with required skill person

Dept	Activity	Skill Required-I	Quantity	Skills Required-II	Quantity	Time required
Design	Fabrication drawing	AutoCAD Darting	2	NA	0	16 Hours
Production	Seam welding	Welder	1	Helper	2	8 Hours

1.4 In process Inspection Stages

- Facility should be provided to insert the in process inspection stages before or after Production Stages.

1.5 Defining interdependencies of processes

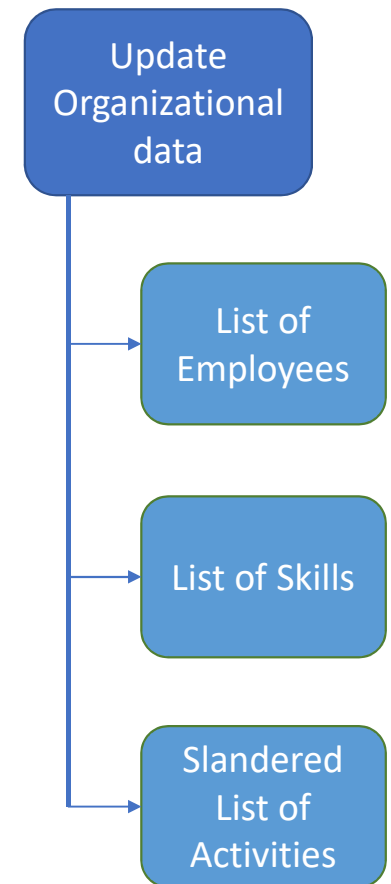
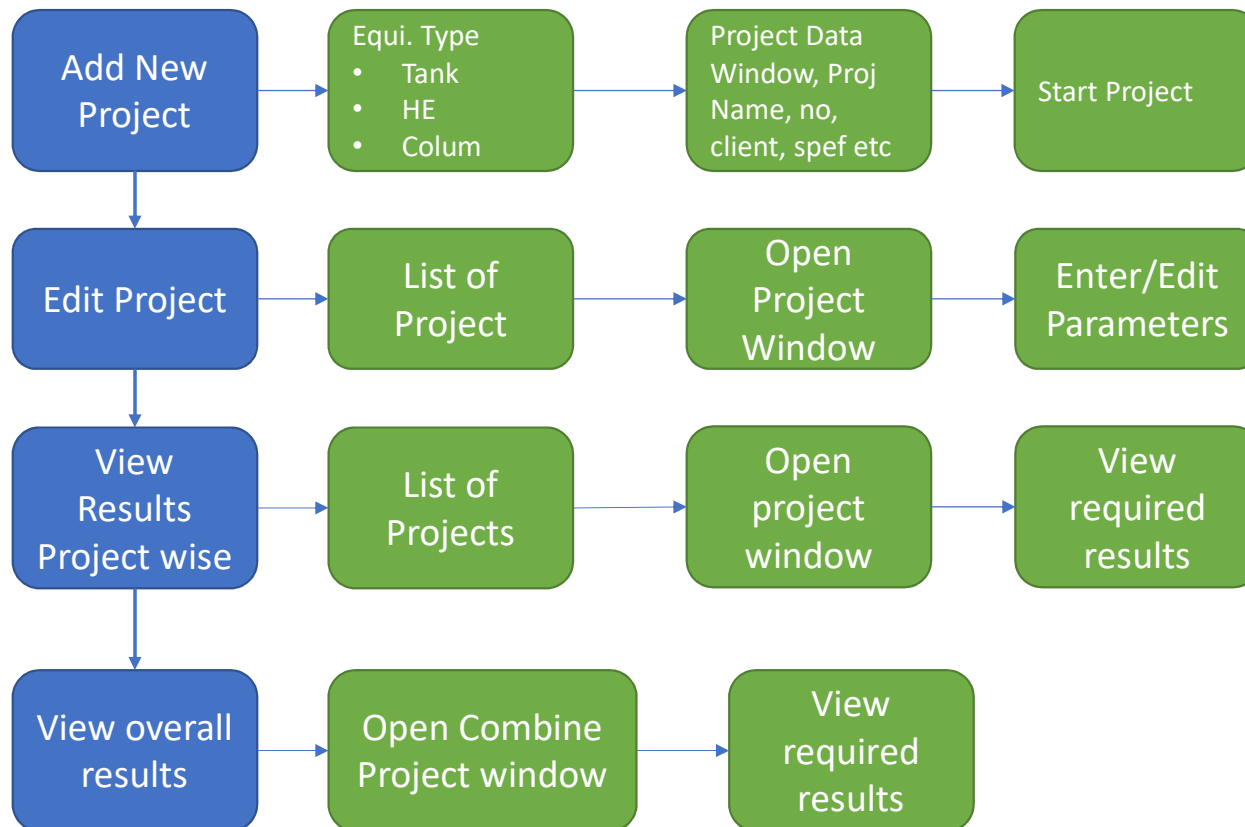
- Provision to be there for defining Interdependencies of activities or group of activities.

1.6 Provision to enter start time of specific activity

- Facility should be provided to enter start time of specific activity.
- Once the project start date given to software, Job completion date should be generate automatically based on time defined for each activity and available resources.
- If situation occurs to define start date of process manually, that facility should provided, which will helpful to track actual delayed activities. E.g. If purchased Item delivery is late and this delay can not be considered as organizational delay.

2. Project windows

2.1 First Window



2.2 New Project Data Window

Project No:
Type of Equipment:
PO Date:
Del. date:
Quantity:
TAG No:
Description

Add Project

Reset Project

2.3 Project Window

Project No:
PO Date:
Start date:
Target Completion date:
Percentage completion:
Current Early/Delay status:

Design

Purchase Dept

Planning

Production

Quality

View Results

2.4 Design Department window

Act. No.	Activity	Skill I	Manpower Req.	Name of person	Skill II	Manpower Req.	Name of person	Time Required	Start Date	Target Date	Completion Date	Client Approval	Release Date	Revision No	Delay	Reason
D1																
D2																

To be filled by Production planner One time /will come automatically

To be filled by Supervisor

To be filled by departmental head

Automatically Calculated

2.5 Purchase Department window

SR.NO	Description	Material Specificati on	Size	Qty	Available Stock	To be Procured	Target Date	PO Released Date	Expected Del Date	Actual Rec. date	Material TC required	TC Received

BOM should be updated by uploading excel file, copy paste excel sheet.

2.6 Production Department window

Act. No.	Activity	Skills I	Qty	Name of person	Skills II	Qty	Name of person	Material Required (from BOM)	Time Required	Start Date	Target Date	Completion Date	Approval	Release Date	Delay Days	Reason
P01																
P02																

To be filled by Production planner One time /will come automatically

To be filled by Supervisor

To be filled by departmental head

Automatically Calculated

2.7 Quality Department window

RADIOGRAPHY			
JOB NO	RT OFFER	RESULT	REMARK

PRE-DISPATCH					
JOB NO	Actual	Inspection By production	Inspection by QC	Spare list	Transport saddle

DOSSIER	
JOB NO	Planned Actual

3. Project Reports

3.1 Project status report

1. Timely weighed percentage completion of the report.
2. Time required to completion of project considering current delay.
3. Department wise percentage completion of Activities.

3.2 Project Health report

1. Are we able to deliver the project on targeted time? (comment). Are we stagnated?
2. Total Delay.
3. List of delayed activities.

3.3 Team Availability Report

1. Availability report of person with name, for at least next 1 Month.
2. Skill wise Availability report of person
3. Person wise work Load

3.4 Risk Report

1. List of major obstacles for achieving targets, from past data of projects and their current status.
2. List of obstacles which may manually entered.

3.5 Variance Report

1. Overall Variance observed in Time
2. Activity wise Variance observed in Time

3.6 Time Tracking Report

1. Person wise time tracking for completion of activity