**THE OPERATIONS PLAN (PRODUCTION)**

An operations plan sets out production targets, capacity and costs associated with each step of the production process. It will discuss how inputs will be secured and how the functions of scheduling, planning, and purchasing and operations control will be maintained. The management information systems that will be used to generate information for management to make decisions will be discussed.

**Writing an Operations Plan**

1. In the operations section and financial statements section that follows, the scope of the business plan changes from the strategic to the operational. This change makes it more difficult to specify exactly what needs to be included in the operations section (or "operations plan") because many of the operational details depend on the nature of the business itself.
2. Menu Inc. - www.inc.com/guides/201107/how-to-write-an-operational-plan-for-your-small- business.html

**Venture Checklist**

1. The checklists located on the website below are meant to assist you in assessing each point against your business plan.
2. Canadian Business Service Centre - www.canadabusiness.ca/eng/125/144/