PRODUCTION LINE CAPACITY PLANNING GUIDE

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NaviFloor Robotics, Inc.

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1. PURPOSE AND SCOPE

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1. This Production Line Capacity Planning Guide ("Guide") establishes the n

2. This Guide applies to all production facilities operated by the Company ar

2. DEFINITIONS

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1. "Production Capacity" means the maximum output capability of a product

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2. "Capacity Utilization Rate" means the percentage of actual production out

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3. "Critical Production Components" means essential AMR components incl

3. PRODUCTION LINE CONFIGURATION

1. Standard Production Line Setup

- Primary Assembly Line: 12 stations
- Sub-Assembly Areas: 4 dedicated zones
- Quality Control Points: 3 inspection stations
- Testing Bay Capacity: 8 simultaneous units

2. Production Line Specifications

- Line Speed: 4.2 minutes per station

Daily Capacity: 85 AMR units (two shifts)

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Minimum Staffing: 18 certified technicians per shift

4. CAPACITY PLANNING PROCEDURES

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1. Quarterly Capacity Assessment

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Department heads shall conduct quarterly capacity reviews

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Assessment metrics must include:

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Current utilization rates

Equipment efficiency ratings

- Component inventory levels

- Labor resource allocation

- 2. Capacity Adjustment Protocol

- Production Manager must approve all line speed modifications

- Changes requiring >10% capacity adjustment need COO approval

- Emergency capacity changes require documented justification

5. RESOURCE ALLOCATION

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1. Component Inventory Requirements

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Maintain minimum 30-day supply of Critical Production Components

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Weekly inventory reconciliation required

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Implement JIT delivery for non-critical components

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2. Labor Resource Planning

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Maintain 115% staffing coverage for critical positions

Cross-training requirements for key production roles

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Quarterly skill assessment and certification updates

6. QUALITY CONTROL INTEGRATION

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1. Quality checkpoints must be maintained at:

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Component receiving

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Sub-assembly completion

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Final assembly

System integration

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Pre-shipping verification

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2. Production line modifications must not compromise established quality co

7. CONTINGENCY PLANNING

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1. Production Line Redundancy

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Maintain one backup production line configuration

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48-hour maximum transition time

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Monthly backup system validation required

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2. Emergency Response Procedures

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Clear escalation protocols

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Designated emergency response team

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24-hour technical support availability

8. COMPLIANCE AND DOCUMENTATION

1. Required Records

- Daily production reports
- Capacity utilization logs
- Quality control metrics
- Equipment maintenance records
- Training certifications

2. Record Retention

Electronic records: 7 years

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Physical documentation: 3 years

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Quality control data: 5 years

9. REVIEW AND UPDATES

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1. This Guide shall be reviewed annually by the Operations Committee.

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2. Updates require approval from:

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Chief Operations Officer

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Quality Assurance Director

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Production Manager

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Legal Department

10. LEGAL DISCLAIMERS

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1. This document contains confidential and proprietary information of NaviF

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2. The Company reserves the right to modify this Guide at any time to maint

APPROVALS AND EXECUTION

APPROVED AND ADOPTED this 15th day of January, 2024.

NaviFloor Robotics, Inc.

By:

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Chief Operations Officer

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DOCUMENT CONTROL:

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