

## 5.0 OPERATION PLAN

### 5.1 Based Description

Our operational goal aims to deliver high-quality services that meet our clients' expectations while being competitive and profitable for the firm. In terms of both service and quality, we aim for client satisfaction. A basic flowchart is included in the operating plan.

### 5.2 Equipment

NO	ITEM	PRICE (RM)	FINANCIAL TYPE
1	Computer and Website Cost	33,000	Public Financial
2	Laptop	20,000	Public Financial
3	Keyboard	9,000	Public Financial
4	Chair	8,000	Public Financial
5	Aircond	10,000	Public Financial
6	Internet	300/month	Public Financial
7	Stationery	2,000	Public Financial
8	Table	5,000	Public Financial

### 5.3 Manufacturing Process/ Inventory Planning

#### 5.3.1 Material Planning

We expected our material expenses at the outset of our firm to be RM30000. When ordering goods, we make sure to purchase low-cost materials so that we do not exceed budget. At the conclusion, we will make another purchase for 50 stocks of raw materials.

No	Raw Material	Quantity (Unit)	Price/Unit (RM)	Total Price (RM)
1.	Aluminium hollow bar	10	8.50	85.00
2.	Dc Motor	10	18.00	180
3.	Wheel shaft	10	24.50	245
4.	Cylinder brush	10	16.00	160

5.	Acrylic perspex	10	6.79	67.90
6.	Heavy duty wheel with locking.	30	4.89	146.7
7.	Lawnmower tire	20	22.00	440
8.	Battery	10	45.00	450
9.	Nut, bolt, washer	80	1.8	144
10.	Plastic wrap	10	18.00 (25x100cm)	180
11.	Box	10	5.90 (59x59x30cm)	59.00

### 5.3.2 Capacity Planning

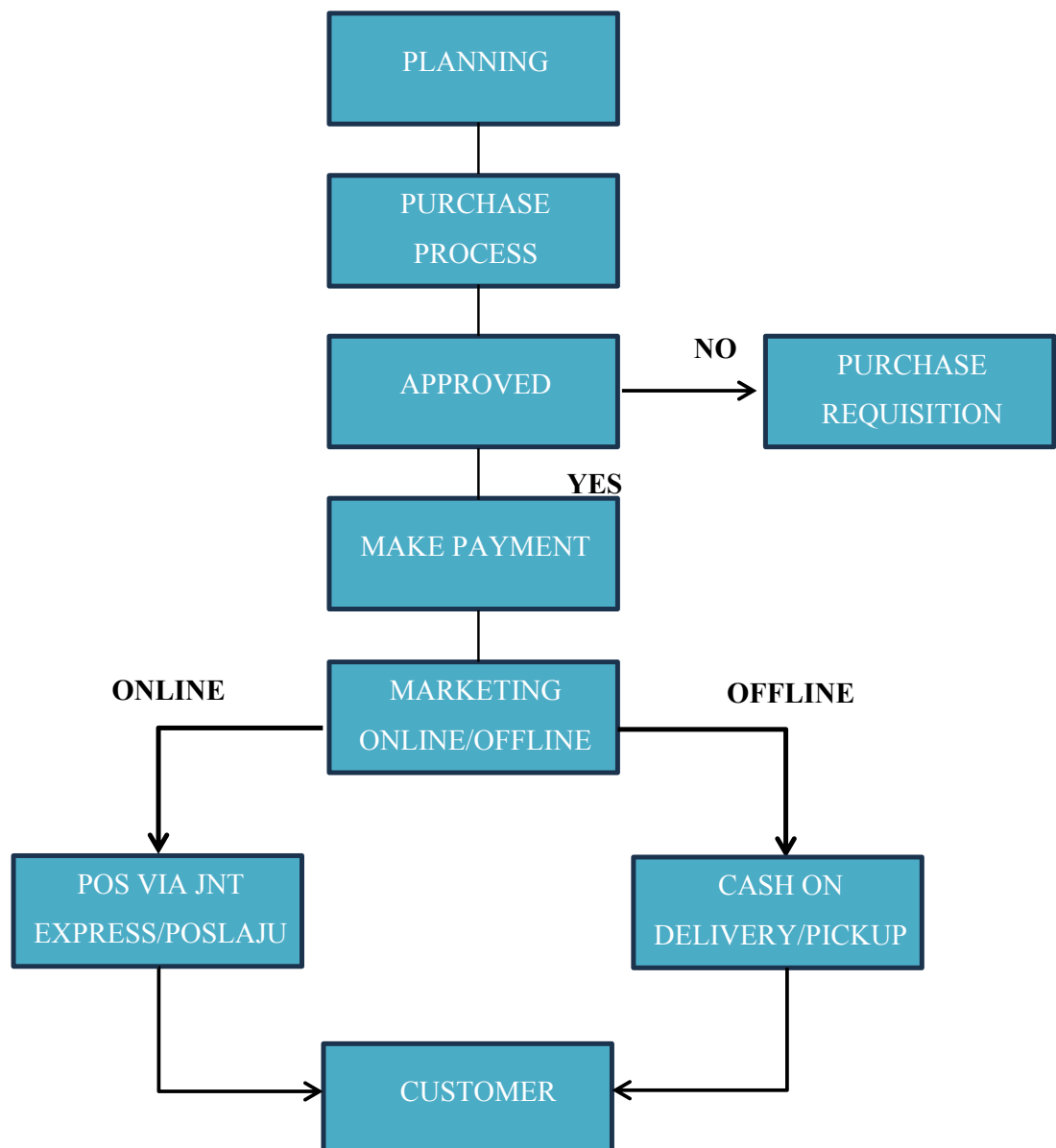
The Easy Shuttle Collector Product capacity planning method involves several steps. The first step is to carefully study the product, including its parts and how it is put together. This knowledge makes it possible to accurately predict demand, which is very important for making sure that production levels match what the market wants. Then, the manufacturing facility's strengths and weaknesses must be checked to make sure that the tools, workers, and room are enough to meet expected demand without causing extra costs or delays. It is important to make a plan for the whole production process so that any problems can be found and fixed. This will ensure a smooth flow of work from getting the materials to putting them together.

Inventory management is also very important. It's hard to find the right mix between having enough raw materials to keep production going and not having too many that could tie up capital. To make sure that the workforce fits with production plans, labor resources need to be carefully planned. This could mean thinking about shifts, overtime, or hiring new people. Tools and equipment must be in great shape, and maintenance plans must be followed to avoid downtime. Quality control measures are necessary to make sure the end product is safe, which means it needs a strong system to keep an eye on things and fix any quality problems right away. Coordinating with wholesalers is also important for getting

materials to the right place at the right time. This requires good ways to talk to them and backup plans in case the supply chain goes down. Lastly, the organization should have an attitude of constant growth, always looking for ways to be more efficient and make more things. This will ensure the Easy Shuttle Collector production line's long-term success.

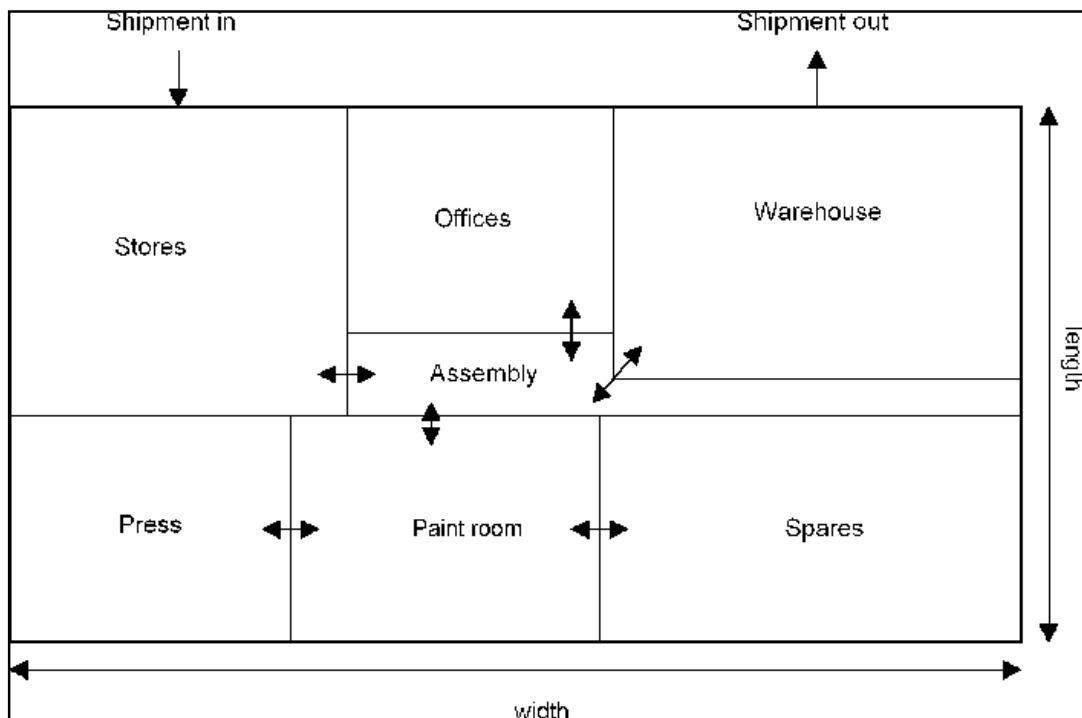
### 5.3.3 Process flow

The process flow offers perspectives and understanding of the initial framework for our company's marketing strategies. It serves as a guide to assist project stakeholders in implementing business models systematically. Its objective is to uncover solutions that cater to the need for enhancement.



### 5.3.4 Layout Plan

The Easy Shuttle Collector has a structure plan that is made to make flow go smoothly. The raw materials start out in storage, get pressed and painted as needed, put together to make the final product, and then are sent out. The process is made to be easy and quick in every setting from beginning to end.



1. **Stores:** This area is for keeping raw materials and parts that will be used in the manufacturing process. For the Easy Shuttle Collector, this might include metal parts, plastics, wheels, and other components.
2. **Assembly:** The central area where the product is put together. In the case of the Easy Shuttle Collector, this would be where the frame is assembled, the wheels are attached, and any moving parts are fitted.

3. **Press:** This section could be used for operations that require pressing parts into shape or together, such as pressing bearings into wheel hubs or forming metal components for the frame of the shuttle collector.
4. **Paint Room:** If the Easy Shuttle Collector requires any painted parts, they would be processed here. This might include painting the metal frame or any components that need a protective or aesthetic finish.
5. **Offices:** The administrative area where various managerial, design, and operational tasks are conducted, potentially including planning for production, quality control, and other processes.
6. **Warehouse:** Finished products are stored here waiting to be shipped out. For the Easy Shuttle Collector, this would be where the final assembly is inspected and then stored until shipment.
7. **Spaces:** This could be flexible space for future expansion or it could be used for temporary storage, staging areas for assembly, or quality control.
8. **Shipment In/Out:** These are the logistics areas. Materials and parts would arrive at "Shipment in," and finished products, like the Easy Shuttle Collector, would exit through "Shipment out."