

## **Gantt Chart**

TITLE: Plant Pals Operations and Training Plan PROJECT MANAGER: LYNSEY BWISA COMPANY NAME: Office Green CREATION DATE: 02/15

	MILESTONES & TASKS	TASK OWNER									PHASE ONE PHASE TWO												PHASE THREE																	
TASK ID NUMBER						PCT OF TASK	W	EK 1		WEEK 2		WEEK 3		WEEK -	4	WEE	<b>(</b> 5	WEE	К 6	WE			WEEK 8					WEEK 10		WEEK	11	WE	EK 12		EEK 13	_	WEEK 14		WEEK 15	
			START DATE	DUE DATE	DURATION	COMPLETE	MARCH									APRIL									MAY									JU	JUNE					
							мт	w R	F M	T W F	R F M	T W	R F M	T W	RFI	w T w	R F	M T W	R F	мт	W R	F M 3	r w s	R F N	T W	R F	мт	w R	F M	T W	R F	мт	W R R	мт	w R	F M 3	w R	F M	T W R	F
1	Establish a plant delivery and logistics plan						4 0				4 40 45	40 47 4	0 40 00	22 24	25 25 2		4 0			40 40			0 04 0																8 9 10	
1.1	Source packaging materials	Fulfillment Director	3/1	3/12	10	0%	1 1	°   °		10 1	1 12 15	10 1/ 1	0 19 22	23 24	20 20 2	9 30 31	1 2	0 0 /		12 13	14 10	10 19 2	0 21 2	2 23 21	21 20	29 30	3 4		/ 10	11 12	15 14	1/ 18	19 20 21	24 25	20 21 2	28 31 1	111	- 1	0 3 10	-
1.2	Hire delivery drivers.	Human Resources Specialist	3/15	3/26	10	0%																																		
1.3	Calculate the delivery fees.	Financial Analyst	3/29	4/9	10	0%																																		
2	Select and install supply chain software and equipment																																							
2.1	Supervise vendor setup of inventory management and fulfillment software	Inventory Manager	4/12	4/14	3	0%																																		
2.2	Supervise vendor installation of the fulfillment equipment	Fulfillment Director	4/15	4/16	2	0%																																		
2.3	Determine internal safety protocols for the equipment	Quality Assurance Tester	4/19	4/30	10	0%																																		
3	Develop and launch an employee training program																																							
3.1	Develop training sessions.	Human Resources Specialist	5/3	5/14	10	0%																																		
3.2	Train employees to use the software and equipment	Training Manager	5/17	5/28	10	0%																																		
3.3	Monitor employee progress and improve training processes.	Training Manager	5/31	6/11	10	0%																																		