Our packet wants us to discuss: phasing, outsourcing plans, hiring of temporary resources, and/or creation of various testing environments. Below is a sample of a project approach that just talks about phasing, but i figured it was better than nothing.

Project Approach

This section should outline the way you will roll out the technology, including the highest level milestones.

|  |  |
| --- | --- |
| **Project Milestones** | **Target Date** |
| **Project Start** | **3/8/2018** |
| **Financial Planning** | **3/9/2018** |
| **Operational Manufacturing Facility Prep** | **5/20/2018** |
| **Equipment installation** | **7/01/2018** |
| **Employment** | **7/26/2018** |
| **Develop Sauces** | **8/15/2018** |
| **Bottling and Labeling** | **8/30/2018** |
| **Sales Contracts** | **10/01/2018** |
| **Production** | **11/26/2018** |
| **Distribution** | **2/01/2018** |
| **Endproject** | **3/8/2019** |

For example:

Phase I: Secure agreement with vendors (L3 and Tiburon)

Phase II: Order/Install Equipment

Phase III: Install/Test Software

Phase IV: Conduct Hardware/Software Testing

Phase V: Conduct Training

Phase VI: Implement ARS/AFR

Phase VII:

Phase VIII:

Phase IIV:

Phase X: Secure Equipment

Define the phases in more detail.

**PHASE 1 - Project Approval (Project Start)**

*Devise and Conquer*

Old Mansion Foods, a pioneer in the spice industry, has made a decision to expand the company. The expansion has potential to add great value to the company and result in an increase in profits. Such a feat can only be accomplished by a full, cohesive team of individuals. The goal is to establish an additional manufacturing facility with “sauce making” capabilities. The individual assigned the role of Project Owner will devise a plan of action which, when approved, will initiate the project timeline.

*Budget*

It is important that the initial budget be determined ahead of time because of its vital role throughout the project. Without a realistic limit on purchases, much of process would be irrelevant and the project would likely see failure. The combination of initial cost estimates for most of the resources are what make the budget. This includes machinery, staff, facility and many other factors. Old Mansion already owns many of the resources necessary to bring the project to fruition. Because of the company’s unique position, the initial budget will be scaled down. Once the final budget and project goals have been determined and approved, a project team will be assigned to see it to completion. With a goal of expanding the company’s reach from dry spices by the addition of a sauce manufacturing facility, the team will devise a set of milestones/goals that will reflect.

**PHASE 2 - Acquiring Resources**

*Foundry and Equipment*

The first acquisition by the project team should be a structure in which a proper manufacturing line can be installed. If pre-built, the facility will need to have a sound structure, water/sewer access, adequate wiring and insurance, etc. The facility will need to have an FDA approved environment before production can start. To help ensure this result, the property’s interior (most importantly) should reflect to the standards necessary for food and worker safety.

Much of the equipment needed for the wet operations will not be shared with the base company.

Old Mansion simply cannot sacrifice much of its current equipment because many of the machinery already sees daily use. While some of the equipment that the project team needs is readily available in a storage warehouse owned by the company, the equipment will still need to be evaluated to determine the condition and proper usage. In fact, all equipment that will be incorporated in the expansion will need to be evaluated prior to installation/

*Temporary Resources*

The budget exemplifies the limitations for the project that were conveyed to the project owner. While buying resources “new” can pose for greater reliability and stability, situations in which extra resources are needed may suddenly arise. “Buying to own” is only necessary if the resource will see frequent use. Otherwise, the cheaper, yet flexible alternative is to hire and rent as needed. In the past, Old Mansion has experienced scenarios in which a temporary increase in staff was necessary. For this reason, agencies that assist with the hiring of temporary employees are kept in close regard. As with machinery and equipment, the best option, if available, is rent-to-own. This method is the same with machinery as it would be with a house or vehicle. In consideration with the project team’s goals, it should be noted that purchasing a new facility should be avoided. There is no guarantee the project will succeed for years to come, so for a smaller company like Old Mansion, it would be wise to rent the facility and use a reasonable amount of temporary resources throughout the process.

*Personnel Training*

Employees will be trained in accordance with Old Mansion’s existing protocols. A broad training program will encompass all new employees. Those whose job positions are relative to one another will receive training that covers the spectrum of the related positions. QC staff must have prior experience and must have necessary certifications.

**PHASE 3 - Compliance Testing**

*QC / Testing*

Testing environments are an essential part of the production process for any product. Tests may be performed on a product at various stages of its manufacturing life-cycle. Being a manufacturing company associated with spices and custom blending, Old Mansion needed a testing environment from the beginning. The in-house laboratory has enough space to encase an expansion, as long as the expansion doesn’t deviate from the project’s mission. The project team has been supplied a generous budget, but the team is to use existing resources to their full extent.

Regardless of the approach, the equipment in the testing environment will need to reflect a scaled factory line-up (this includes both dry and wet operations). Without the necessary procedures and protocols set forth by QC staff, and in relation to FDA guidelines, the finished products could have “unpassable” faults. Old Mansion’s product safety measures resemble the efficiency of the FDA guidelines.

**Phase 4 - Production and Distribution (Project End)**