Departmental Action Plan

Dealership: Metro Ford Of OKC

Student Name: Curtis Moore

Academy Week: Fixed Ops 1

Class & Student Number: 342

PLEASE BE ADVISED THIS ASSIGNMENT BY IT'S SELF IS WORTH 100 POINTS.TAKE YOUR TIME AND GET IT CORRECT

Current Situation

After losing our parts manager we stopped doing a monthly inventory bin check.

Overall Objective:

The objective is to have 2 people check one bin at the end of the day to check part quantities if there need to be adjustments and manager can act on current discrepancies, mark aging units so everyone is aware of parts that are becoming OBSO and can change Phase In/Phase out adjustments accordingly, and overall orgonization of bins to improve shop flow.

Proposed Timeline

30 days

Action Plan

Talk with new parts manager about bin counts, adjust to times and how many people will conduct checks, speak to employee

Requirements

1. Meeting with Dealer:

   Action Proposed: Daily bin checks and adjustments

2. Meeting with stakeholder(s) (dealership personnel):

   Describe what is in place to support desired goal:
   People Process Accountability

3. Accountability: Monitoring progress:
   Who: Parts Manager, Assistant Manager
   What: SOP Process
   By When: 30 days
   How: accountability

4. Describe checkpoints that have been established to measure progress: Weekly check by manager, assistant manager, and myself on bins to see if SOP's are being followed

   Date(s) for review: Weekly review of all outstanding SOPs still on shelves

5. Estimated cost for implementation: 0

Projected Date of Completion: 30 days

Sponsor Signature: _____

Evaluation of Results: Include measured results. (± Metrics)

Impact Areas:
By doing this employees will be more in tuned with what parts are aging and will be reported to manager. This will allow him to adjust the phase in/phase out. Also the manager will be more aware of OBSO and can paln accordingly to combat it.