

Factory Relocation Timeline



With the immensity and complexity of the factory relocation process, much planning must be done in preparation, including laying out the ideal timeline.

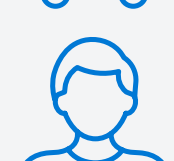
Relocation Risks



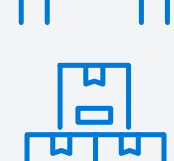
Delays in production and shipping



Supply chain **disruptions**



Reduction in personnel



Inventory management **errors**



Improper equipment transfer/transportation

Stages of the Factory Relocation Process

1

Planning Phase

Evaluate Current Setup:

Assess machinery, equipment and inventory to determine relocation needs.

Set Objectives:

Define relocation goals, budget and timelines for a seamless transition.

2

Documentation and Permits

Obtain Permits:

Acquire necessary permits and compliance documentation for transportation and relocation.

Document Inventory:

Create detailed lists of machinery and equipment for tracking during the move.

3

Equipment Preparation

Dismantling:

Disassemble machinery and equipment — ensuring proper labeling for reassembly.

Packaging:

Protect sensitive parts with suitable packing materials to prevent transit-related damage.

4

Transportation Planning

Logistics Strategy:

Engage professional movers or logistics experts for specialized equipment transportation.

Route Planning:

Map optimal routes considering the size and weight of machinery for safe transportation.

5

Transportation of Heavy Equipment

Specialized Transport:

Arrange for trucks, flatbeds, cranes, etc., to move heavy machinery safely.

Handling Protocols:

Ensure secure loading and unloading of equipment to avoid damage.

6

Reassembly and Installation

Site Preparation:

Ready the new factory space by confirming utilities and infrastructure are in place.

Machinery Reassembly:

Reconstruct and install machinery using labeled parts and professional assistance.

7

Testing and Commissioning

Functional Testing:

Verify each machine's functionality and performance post-installation.

Calibration:

Fine-tune machinery for optimal productivity and efficiency.

8

Training and Operation

Training Programs:

Conduct training sessions for employees on operating relocated machinery.

Operations Commencement:

Start factory operations gradually to guarantee a smooth transition.

9

Final Checks and Feedback

Quality Assurance:

Perform detailed checks to ensure all systems are functioning as expected.

Feedback Gathering:

Gather feedback from stakeholders for improvement in the new setup.

