



# OPERATIONAL ASSISTANCE

**Food Business Assistance** can provide a comprehensive range of Operational assistance for all sizes of business. Local support that you can trust; practical assistance that works.

Assistance is provided by food industry professionals with extensive experience across a wide range of products, process and factories. FBA can be utilised to manage a range of operational issues as part of your factory team or can be employed to handle a specific project or issue.

## OPERATIONAL ASSISTANCE THAT IS AVAILABLE:

### INTERIM MANAGEMENT

FBA can provide short term cover for managers involved in operational activities. The areas that can be supported include:

**Production/Operations Managers • Production planners • Shift Managers • Warehouse Managers**

Interim management provides you with an industry professional that can quickly get up to speed with your operation. They can help keep things running during periods of staff shortage or reorganisation.

### PROJECT MANAGEMENT

From time to time every operation has short term or 'one off' projects. These can either tax the existing resources or simply be beyond the experience of the current staff. Such projects, whilst important, do not warrant the expense of the recruitment of a full time manager. FBA can help by providing a Project Manager who will take ownership of the project and progress it through to completion. They can be available as little or as often as you require. Once the project is complete they can withdraw or remain on call to provide occasional assistance.

### The types of project undertaken by FBA staff include:

#### WASTE MANAGEMENT AND RECYCLING PROJECTS

To help identify the sources and causes of waste, estimate the financial impact on the business and generate an action plan to reduce that impact. To ensure that your business is conforming to the regulations relating to the management of waste.

#### PROCESS IMPROVEMENT AND COST REDUCTION PROJECTS

Assistance in mapping your process flow and identifying areas of potential improvement. To help implement an action plan for improving production and reducing costs.

#### NEW PRODUCT AND PROCESS INTRODUCTION

New products and process always bring the unexpected. FBA can help in managing the process freeing your staff to concentrate on running the business.

#### COMMISSIONING PLANT AND MACHINERY

To ensure the successful commissioning of new equipment requires a focused and methodical approach. Trying to achieve this and run the business can cause problems. FBA can help ease the project.

#### PRODUCTION PLANNING AND SCHEDULING

Effective production planning can be the single most important improvement a business can make. FBA have considerable experience in developing and managing systems for product scheduling.

#### REDUCING INVENTORY AND STOCK CONTROL

Too much inventory? FBA can help keep your accountant happy by managing a project to reduce stock without compromising your businesses' ability to respond to customer demands.

#### PRODUCTION RECORD KEEPING AND SYSTEMS MANAGEMENT

Make sure your product record systems keep pace with your business. FBA can work with you to get systems in place that will help your company grow and give you better control.

#### IDENTIFICATION OF KPI'S AND METHODS OF MEASURING

KPI's provide essential information about what is really happening in your business. But they need to be relevant and measurable. FBA can assist in setting up systems that give you valuable information.

#### STAFF APPRAISALS, TRAINING AND DEVELOPMENT PROGRAMMES

Having in place an effective appraisal and development programme can help create a multi-skilled workforce. Many businesses overlook the 'key worker' problem until it is a problem.