

Example MRP Implementation Project Plan

ID	Task Name	Duration	1st Quarter			2nd Quarter			3rd Quarter					
			Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		
1	Example MRP System Implementation	135 days												
2	SYSTEM TESTING & PROCESS MAPPING	23 days												
3	MRP System familiarisation	3 days												
4	Compile company-relevant 'diet' test dataset	5 days												
5	MRP System testing with company data	5 days												
6	Mapping company processes onto the MRP system	5 days												
7	Develop final implementation project plan	1 day												
8	BENEFITS & PERFORMANCE MEASURES	123 days												
9	Publish expected benefits (quantified where possible)	1 day												
10	Decide performance measures to use	1 day												
11	Start Compiling baseline measures	3 days												
12	Measure performance and report findings	6 days												
13	USER TECHNICAL REQUIREMENTS & INFRASTRUCTURE	65 days												
14	SQL Training	5 days												
15	Review user's PC and Software requirements	5 days												
16	Create user accounts	1 day												
17	Use Profile Editor to set up security	1 day												
18	Review physical printer requirements	1 day												
19	Review connection requirements (live, test, training data etc)	1 day												
20	SQL Server Setup and Installation	15 days												
21	Shop Floor Data Collection Setup and Installation (5off PCs)	10 days												
22	SET UP "CONFIGURATOR"	6 days												
23	Enter your company details and logo, registered address, number and VA	1 day												
24	Enter your starting document numbers and ID Prefixes	1 day												
25	Enter your archive preferences	1 day												
26	Options - decision on PRICE LISTS	1 day												
27	Options - decision on COST LIST	1 day												

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28	Options - decision on TIME INTERVALS	1 day										
29	Options - decision on OPERATION COMPLETE	1 day										
30	Stores Handling - decision on PROMPT FOR ADVICE NOTE	1 day										
31	Stores Handling - decision on NO NEGATIVE STOCK ISSUES	1 day										
32	Stores Handling - decision on AUTO SALES ISSUE	1 day										
33	Stores Handling - decision on AUTO PURCHASE RECEIPT	1 day										
34	Stores Handling - decision on AUTO WORKS ISSUE	1 day										
35	Stores Handling - decision on AUTO WORKS RECEIPT	1 day										
36	Enter your default texts	1 day										
37	Set up your PLANNING HORIZONS	1 day										
38	Justification / documenting of Configurator Settings	1 day										
39	Drafting of the Working Instructions / Safronics Procedures	4 days										
40	REVIEW / CHANGE DOCUMENTATION	3 days										
41	Review Sales Documentation QUOTATION	3 days										
42	Review Sales Documentation ACKNOWLEDGEMENT	3 days										
43	Review Sales Documentation PRO-FORMA INVOICE	3 days										
44	Review Sales Documentation CERTIFICATE OF CONFORMITY	3 days										
45	Review Sales Documentation DELIVERY NOTE	3 days										
46	Review Sales Documentation INVOICE	3 days										
47	Review Sales Documentation CREDIT NOTE	3 days										
48	Review Purchasing Documentation PURCHASE ORDER	3 days										
49	Review Purchasing Documentation SUPPLIER SCHEDULE	3 days										
50	Review Purchasing Documentation DEBIT NOTE	3 days										
51	Review Purchasing Documentation GRN	3 days										
52	Review Purchasing Documentation INVITATION TO TENDER	3 days										
53	Review Production Documentation WORKS ORDER	3 days										
54	Review Production Documentation WORKS INSTRUCTION	3 days										

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55	Review Production Documentation ADVICE NOTE	3 days										
56	Document Documentation Text	3 days										
57	POPULATE LOOK UP TABLES	4 days										
58	Populate the table NOMINAL CODES (match your accounts!)	1 day										
59	Populate the table CURRENCIES (match your accounts!)	1 day										
60	Populate the table VAT RATES (match your accounts!)	1 day										
61	Populate the table PRODUCT GROUPS	1 day										
62	Populate the table UNIT OF MEASURE	1 day										
63	Populate the table LOCATIONS (note bonding option)	1 day										
64	POPULATE THE RESOURCE TABLES	6 days										
65	Review the names, coding and set up of your in-house resources	2 days										
66	Enter your in-house resources to MRP System	2 days										
67	Enter your employees in to MRP System	2 days										
68	MAIN DATA SET-UP	45 days										
69	Interface between Accounts package and MRP System	15 days										
70	Extract - Tidy and Import SUPPLIER FILE	5 days										
71	Extract - Tidy and Import CUSTOMER FILE	5 days										
72	Extract - Tidy and Import MATERIALS FILE	5 days										
73	Extract - Tidy and Import MANUFACTURED PARTS FILE	5 days										
74	Extract - Tidy and Import BOM'S	5 days										
75	Extract - Tidy and Import ROUTES	5 days										
76	Data Import Function by MRP Software House	5 days										
77	Integration of other Internal Systems with the MRP Databases	10 days										
78	INTERNAL TRAINING & PROCEDURES	23 days										
79	Establish a training programme	1 day										
80	Review the need for department specific training	1 day										
81	Continue Drafting of the Working Instructions / Company Procedures	3 days										

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82	Training for STORES	3 days												
83	Training for PURCHASING	3 days												
84	Training for PRODUCTION	3 days												
85	Training for ENGINEERING	3 days												
86	Training for FINANCE	3 days												
87	Training for SALES	3 days												
88	REVIEW OF COSTING & FINANCE ISSUES	10 days												
89	Establish firm understanding of how MRP system handles costing	5 days												
90	Establish period set up and procedure for period end	5 days												
91	Establish that all financial reports necessary (evaluations, WIP, COS) are	5 days												
92	Review how initial stock balances AND COSTS are going to be taken on	5 days												
93	Establish links to ledgers via the UAI	5 days												
94	GO LIVE ! (break down into stages after October Training?)	26 days												
95	Make adjustments identified during operation	5 days												
96	Load outstanding CUSTOMER ORDERS	5 days												
97	Load outstanding PURCHASE ORDERS	5 days												
98	Review outstanding WORKS ORDERS	5 days												
99	Load existing STOCK BATCHES	5 days												
100	GO LIVE	1 day												
101														
102	MONITOR & REVIEW PROJECT	131 days												
103	Weekly Implementation Meeting	26 days												
104	Director's Feedback Meeting	13 days												
105	Management Feedback Meeting	5 days												

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