Plant Pals WBS Spreadsheet					
Milestone	**ID**	**Task**	**Owner**	**Duration (days)**	**Notes**
Establish plant delivery and logistics plan	**1.1**	Source packaging materials	Fullfilment Director	20	The Fulfillment Director sources materials
	1.2	Hire delivery drivers	Human Resources Specialist	10	The Human Resource Specialist oversees hiring
	1.3	Calculate delivery fees	Financial Analyst	2	The Financial Analyst tracks costs and revenue
Select and install supply chain software and equipment	**2.1**	Supervise vendor setup of inventory management and fulfillment software	Inventory Manager	5	The Inventory Manager maintains inventory and oversees software installation
	2.2	Supervise vendor installation of the fulfillment equipment	Fulfillment Director	5	The Fulfillment Director ensures equipment is functional with the help of the Quality Assurance Tester
	2.3	Establish internal safety protocols for equipment	The Quality Assurance Tester	2	The Quality Assurance Tester ensures product quality and determines safety protocols and best practices
Develop and launch employee training program	**3.1**	Develop training sessions	Human Resources Specialist	2	The Human Resources Specialist develops the training sessions with the help of the Training Manager
	3.2	Train employees to use the software and equipment	Training Manager	5	The Training Manager runs the training program on the established protocols
	3.3	Monitor progress and improve training processes	Training Manager	14	The Training Manager refines training processes