



Different labels

There are different names used interchangeably when describing a **factory**. You might hear 'plant' or 'site'. You might also hear 'manufacturing/industrial/production' followed by 'unit/facility/complex' and, while more old-fashioned, the word 'works' is sometimes used. The words 'sector' and 'industry' are also used to talk about different areas of economic activity. For example: I work in the automobile sector. Example: I work in the food industry.

Typical teams in a manufacturing site

The Production Team: This department is responsible for making the product.

The Logistics Team: This department is responsible for organising the **transportation and storage** of the product.

The Planning Team: This department is responsible for organising the **production schedule**.

The Quality Team: This department is responsible for conducting **checks** on the **quality** of the product.

The Finance Team: This department is responsible for making **payments** and managing **invoices**.

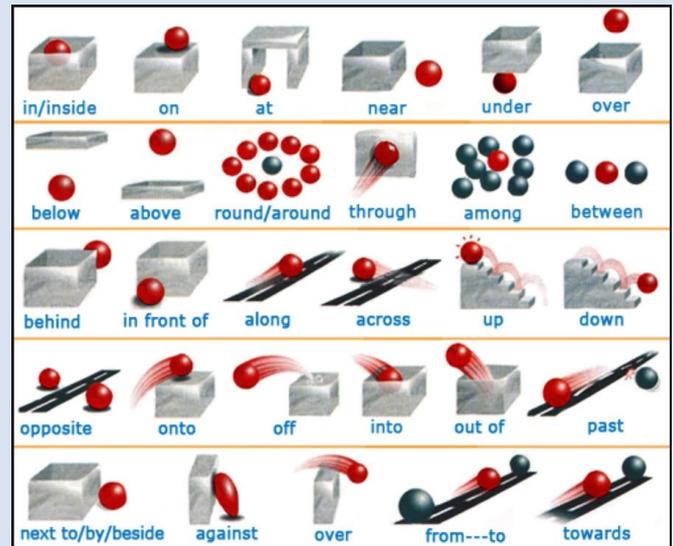
The Customer Services Team: This department is responsible for dealing with questions from **customers**.

The Supply Chain Team: This department is responsible for organising the **delivery of raw materials** needed in the factory.

The Purchasing Team: This department is responsible for **buying the equipment/raw material** for the factory.

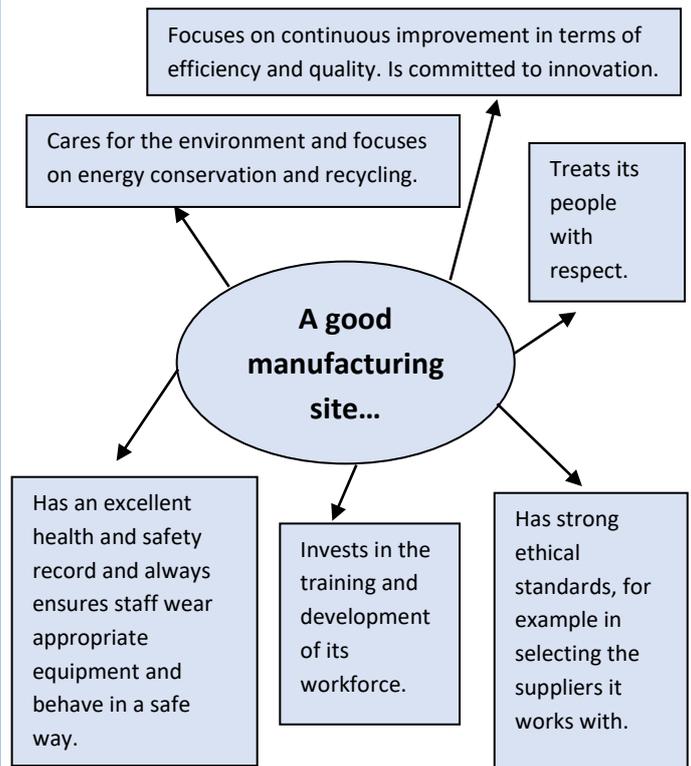
The HR Team: This department is responsible for **managing the people** in the factory including payroll, benefits, training, holidays, and sickness.

The Senior Management Team: This team **leads** the factory.



Prepositions can be super useful in describing the layout of the production zone or wider site.

A good manufacturing site...



All about planning

There is a lot of planning involved in a successful factory. Remember the following structures when talking about plans.

- 1. Going to:** We **are going** to install a new production line next week.
- 2. Any form of the present continuous for precise plans:** We **are meeting** the Quality Manager at 10.00 am tomorrow.
- 3. Target setting (super confident):** We **will/are going** to produce 100,000 units in Q3.
- 4. Target setting (confident):** We **expect/aim/plan/should** produce 100,000 units in Q3.
- 5. Target setting (tentative):** We **might/may/could** produce 100,000 units in Q3.

Contact Poppy@tlp.lu to join the TLP learning community.