

OUTSOURCED ASSEMBLY READINESS CHECKLIST

HOW TO USE THIS CHECKLIST

- Check all statements that reflect current challenges.
- Identify where production, labor, space, or quality limit efficiency.
- Discuss tailored solutions with a trusted provider.

1. PRODUCTION CAPACITY & WORKFLOW

- Do you consistently meet production deadlines?
- Are bottlenecks slowing your assembly lines?
- Can you handle demand spikes without overtime?
- Are your assembly processes standardized and visible?
- Do you track every step of the workflow effectively?

2. LABOR & WORKFORCE FLEXIBILITY

- Do you have enough trained staff for current demand?
- Can you scale labor for urgent/seasonal needs?
- Is turnover affecting quality or speed?
- Can your team manage complex sub-assembly work efficiently?
- Would supplemental labor free internal teams for strategic projects?

3. SPACE & FACILITY CONSTRAINTS

- Is limited space reducing production capacity?
- Do you have ample warehouse or storage space?
- Could more assembly space improve workflow?
- Are you dealing with overcrowded floors or inventory?
- Would scalable space ease operational pressure?

4. QUALITY CONTROL & MANAGEMENT

- Are you consistently meeting quality standards?
- Is project oversight taking time from core work?
- Are rework or misassemblies common?
- Could professional oversight improve quality and throughput?
- Do you meet quality or compliance standards?

5. STRATEGIC FOCUS & GROWTH

- Are internal teams pulled from R&D or customers?
- Would outsourcing help teams focus on higher-value work?
- Could outsourcing boost efficiency and focus?
- Are you ready to scale without expanding facilities?
- Would partnering with a contract assembler strengthen competitiveness?

Next Step

If your checklist revealed opportunities to improve, explore scalable assembly and contract manufacturing services with Intandem Solutions.

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