Solution

# Contingencies and Triggers

These are suggested approaches. There are many ways that you could create triggers for all three scenarios. If your idea is similar, great. If you have a different approach, be sure that your trigger meets the criteria:

* + - * Appropriate for the type of risk
      * Timely to allow implementation of alternate plan
      * Discrete – a clear indication of the triggering event, no ambiguity
      * Documented so that the team knows what they should be tracking

1. The trigger is an impending parts shortage. Work with your inventory management group to set a trigger point when you are nearing a parts shortage (such as 2 days’ supply remaining). If the trigger occurs, then meet with inventory management and operations management to decide if a shutdown is likely. If so, prepare for a software installation.
2. In this case you will probably need to create a trigger event and place that in the development schedule. I would set some prototype design criteria that must be met by six weeks before the tradeshow date. I would conduct a meeting approximately five weeks before the tradeshow, inviting all concerned individuals to participate and do a review of the development progress against the criteria. If the development progress does not meet the criteria, I would start the mock-up and demonstration preparation. If the criteria have been met, I would stay on the primary path and develop a working prototype.
3. This is another case where I would get creative. I would try to negotiate a contract with plumbers which specify the dates based upon my desired schedule. If they cannot guarantee the dates that many months in advance, then I would contract for the first floor as a phase 1, and following that floor contract for the next floor. I would let the end of each plumbing installation be the trigger for whether I can get them for the next desired installation. If at any of those I am unable to get a committed date, I would then change my schedule for the remaining floors to do all at once.