

From: Mike Chevedden <mikechevedden@earthlink.net> Sent: 11/4/2009 9:36 AM.
To: [-] Wayne Hutchinson <wayne_hutchinson@toyota.com>
Cc: [-] "Mark T. Kubota" <Mark_Kubota@toyota.com>; George Morino <george_morino@toyota.com>; Cody Emmert <Cody_Emmert@toyota.com>; "Joan J. Marino" <Joan_Marino@imagespm.com>; Diana Garza <Diana_Garza@Toyota.com>
Bcc: [-]
Subject: 90L Schedule.

Wayne,

the following is how we see 90L progressing.

Wednesday

Andy posts Step One reports - Early 11/4/09 - completed
Camry Chart revised proof provided AM 11/4/09
Camry Chart approved by end of day 11/4/09 (all other charts are approved)
Lexus press proof provided by DG AM 11/4/09 - completed
Lexus press proof approved by end of day 11/4/09
TMS provides suppressions/research file - by end of day 11/4/09
TMS print on press 11/4/09

Thursday

Andy Creates mail files in batches beginning 11/5/09
Lexus print on press sometime on or after 11/5/09
Laser proofs to ISPM AM 11/5/09
Laser proofs approved by end of day 11/5/09

Friday

All models ready to go to laser 11/6/09

Senior management, and Scheduling, has reviewed and discussed a realistic schedule this morning. Unfortunately, we cannot engineer a plan that allows us to mail all pieces complete by 11/13. The best we can come up with (with two weekends of overtime) is to mail complete by Monday - 11/16.

We can start dropping 11/9 as requested and will drop as many as possible as we complete, but we will need the weekend of 11/14-11/15 to finish up the entire run.

If we work no overtime, we can begin dropping by 11/11 and complete mailing on 11/20.

If we work overtime this weekend only (11/7 & 8) we can begin dropping 11/9 and complete mailing on 11/18.

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We are currently review overtime cost

Dates:

Approval to laser 11/6 by noon
Weekend 11/7 & 11/8 On press, laser and bindery
We can mail a total of 2.7MM beginning 11/9 and ending 11/13
Weekend 11/14 & 11/15 Need laser, bindery and inserting
Can mail complete (balance of approx 840M) on Monday 11/16
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Mike Chevedden

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