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https://www.100test.com/kao_ti2020/645/2021_2022__E5_89_91_E6_A1_A5_E5_95_86_E5_c85_645304.htm Dear MR Ballard You

asked for a brief report concerning the recent events at the Southford Plant. We have consulted the files and spoken to relevant members of the higher management and thus are able to provide an explanation for the breakdown reported in the press on 17 May of this year. ____1____ The handling equipment used to deliver the components to the assembly line has been known to be in need of an overhaul for the past six months. The plant has been working to full capacity to finish the American orders according to schedule. As you know, we had commissioned a study by Industrial Research Consultants. ____2____ In it they warned that there was not enough space available to store sufficient components ____3____ We had decided to install fully automated robot system. However, at the same time it was clear to our production director that given the present maintenance staff, we would not have sufficient staff available if big problems were to arise ____4____ But we were still only working a two-shift system so the machines were not getting the necessary cover. We all agree that the breakdown was extremely unfortunate and yet we must admit that, under the circumstance, it was not entirely unexpected. We now believe that we have managed to sort out the major problems which we had been having with the conveyor equipment ____5____ Added to this is the fact that personnel department has been successful in recruiting some highly

qualified maintenance staff who makes us confident that a repetition of the 16 May now seems entirely unlikely. A. They also recommended expanding the present two-shift system to a three-shift one. B. And also when the new robots are installed in September, we feel certain that such problems will become a thing of the past. C. Unfortunately, as you know, there has been a major problem with recognizing the maintenance schedule. D. The wide range of machine we operate is not fully supervised at all times. E. The cause of the breakdown was very simple. F. They submitted their report on April 5. G. There have been a number of delays and breakdowns in production recently which have been reported in the press. H. The firm has been advertising for maintenance engineers for some weeks. I. All the facilities in the plant will be coordinated to enable the workers to step up production of the new range of machines. 答案：1. E；2. F；3. A；4. H；5. B 100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com