The slowest step before expanding the team · How to check it using an example?

For: Paušalni obrt · Obrtnici · j.d.o.o. · d.o.o.

Practical business guidance · Reviewed: 2026-11-22

Applicability: According to the profile and circumstances of the described case.

Check whether increasing the workload in the first step would only lengthen the existing queue.

Checking by example

Measure the actual waiting times and queues between execution steps.

Record entry and exit dates, returned work and waiting for approval.

Working example · The slowest step before expanding the team

Record the dates of entry and exit, the returned work and the wait for approval. If approval is the bottleneck, first sort out the deadline and the substitute authority.

Specific next steps

1. Measure the actual waiting times and queues between execution steps.
2. Record entry and exit dates, returned work and waiting for approval.
3. If the bottleneck is approval, first sort out the deadline and the substitute authority.

Limits of application

Apply the guideline to your documents and working methods.

Original page

https://adriatrends.hr/poslovni-vodic/en/pitanja/praksa-usko-grlo-kapacitet-provjera