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# Materials Management Strategies

An introductory course designed to provide participants instructions about how to manage, organize, and control inventory risk through strategic MRO inventory management. This a three-day course.

## COURSE OUTLINE

### 1. Introduction

- Maintenance Storeroom Purpose
- Maintenance Storeroom Functions and Expectations
- Meeting Expectations

### 2. Purpose and Strategic Importance

- Role of Stores
- Profitability and Market Share
- Connecting Maintenance Practices to Materials Practices
- Best Practices to Achieve Effective Stores Management
- and Implement Reliability

### 3. Organizing for Maintenance Stores and Management Control

- Inventory Management Key Elements
- Inventory Record Accuracy (IRA)
- Storeroom Access and Control
- Inventory Catalog
  - Essential Elements
    - Noun/Classification
    - Type/Sub-Classification
    - Attributes
  - Inventory Control Criteria
  - Inventory Organization Layout
  - Location Identification Methods

### 4. Stores Management Tools

- Stores/Inventory Cost
- Obsolete Parts and Location
- Stores Control Methods
- The Replenishment Process
- Inventory Classification, ABC Analysis
- Inventory Record Accuracy (IRA) Benefits
- Standard Operating Procedures (SOP's)
- Maintenance Planning and Scheduling

### 5. High Performance Stores

- Storeroom Best Practice Guidelines
  - Policies, Practices, and Procedures
  - Materials Storage
  - Metrics and Performance
  - Quality Control

### 6. Stores KPI Metrics and World Class Benchmarks

- Total Inventory by Type (Number of SKU and Value)
- Total Inventory by Stores Employee
- Total Transactions by Type (Number of SKU and Value)
- Total Transactions by Stores Employee
- Inventory Turns by Type
- Inventory Value versus ARV (Asset Replacement Value)
- Zero Usage





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## OBJECTIVES

Understand the strategic importance of a well-managed storeroom and KPIs. Utilize defined processes and policies to operate storerooms, eliminating vanishing inventories and minimizing stock-outs.

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## WHO SHOULD ATTEND?

Materials and Operations Managers, Storeroom Managers, Supervisors, Staff Maintenance Supervisors, Planners and Schedulers

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## PREREQUISITES

None

