



Class Location: 421 Wando Park Blvd Suite 120
Mt Pleasant SC 29464

Materials Management (MM) 3-Day Course Outline

Day 1

- Why the focus on spare parts and the financial impact to the business
- The role of the storeroom within a maintenance function
- Understanding and managing risk
- Roles & responsibilities and segregation of duties within the storeroom
- Span of control and proper staffing levels
- Types of storerooms and parts
- The different types of Inventory systems (Perpetual or Periodic)
- Accounting for spares (FIFO, Standard Costing, Moving Average)
- Storeroom Layout & 6S (shelving, storage methods, where to store what parts)
- Master Data & Governance
- Inventory Control Methods (Kanban, Demand Based, Replenishment)

Day 2

- Storeroom policies, processes, and procedures
- Calculating part criticality
- Min, Max, EOQ, safety stock calculations
- New part setup
- The purchase to pay process
- The stock control processes – issuing, receiving, cycle counting stock
- Job kitting, delivery & use of laydown areas
- Expediting spares
- Stocking optimization & inventory modeling
- Preserving spare parts – shelf life management, PM of spares
- Bill of Materials

Day 3

- ABC analysis & inventory usage categorization
- Warranty tracking & serialized parts
- Refurbishment & rebuilding of spares
- Managing discontinued parts
- Managing obsolete parts & dispositioning
- Vendor management & supplier consolidation
- Performance management & benchmarking
- Spend analysis & leveraging spend
- Root cause analysis
- Storeroom improvement tools & quick tips
- Case study review on storeroom optimization