

MATERIALS STORING AND THEIR CLASSIFICATION

PIN005

COURSE OVERVIEW

Stock is the largest asset in many companies, so everyone in an organization needs to share a common understanding of how to effectively manage material and control stock.

This comprehensive 5-day course explains the newest concepts and strategies and methods of materials storing and their classification. The participant will learn how to control material in the warehouse, warehouse operating procedures, when to order product and how much to order.

COURSE OBJECTIVES

By the end of the course, participants will be able to:

- Understand different problems facing material management.
- Understand the necessary measures and course of action necessary to eliminate the effects side by side with the optimal solution of such problems.
- Define material Management
- Manage inventory
- Manage warehouse and stores
- Manage and control resources.

WHO SHOULD ATTEND

- Buyers, purchasing agents and purchasing directors
- Stock control managers and warehouse managers
- Materials managers

COURSE DURATION

5 Working Days

COURSE OUTLINES

1. **Material Management: An Overview**
 - Introduction
 - Supply/Production/ Distribution System
 - Definition of material management

2. Inventory Management

- The aggregate approach
- Item inventory management
- Inventory and material flow
- Supply and demand pattern
- Inventory functions and types
- Inventory Control
 - The ABC concept.
 - 80/02 analysis.
 - Dependent and independent demand.
 - The EOQ concept.
 - Types of control systems.
 - Cyclical/fixed order interval system.
 - Flow control system.
 - JIT inventory system.
 - MRP inventory system.
 - Order point/fixed order quantity systems
 - Two-bin system.

3. Warehouse and Stores Management

- Responsibilities of receiving and stores.
- Receiving procedures and control.
- Bar coding.
- Identification systems
 - External systems
 - Internal systems
- Stores systems and procedures
 - Closed system.
 - Open system.
 - Random-access storage system.
 - Storage methods and equipment.
 - Automated storage and retrieval system.
 - Layout and organization

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4. Management and Control of Resources

- All types of resources, including handling systems, and fixed equipment
- Personnel
 - Training
 - Developing
 - Health and Safety Matters

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