



Global Leaders In Maintenance & Reliability

## Materials Management for Maintenance

### Big Goals Deserve Big Results.

Make It Happen With Marshall Institute.

#### Training Overview

Maintenance organizations need to have the right part, at the right time, and in the right quantity. If these basic conditions are not met, your maintenance effort will be ineffective. In this era of downsized industrial operations, careless material accountability is not an option. Companies typically have several hundred to several million dollars worth of parts in a maintenance storeroom, "just in case". This is clearly a very costly practice.

The availability of better data and refined control measures will help. In addition, maintenance and material control personnel have a joint responsibility and plant profitability. These days, they have no choice but to work together. Making maintenance resources more productive requires effective planning methods, organizational structures and techniques for optimum management and control of maintenance inventory.

#### Learning Objectives

- Describe how the storeroom contributes to total process reliability
- Describe world class strategic storeroom practices
- Describe world class tactical storeroom processes
- Develop key performance indicators to monitor and improve service and convenience
- Summarize the purpose and development of a stores stock committee
- Summarize how world class storeroom practices contribute to managing the maintenance budget
- Apply root cause analysis for continuous improvement and problem elimination in the storeroom
- Explain how world class storerooms contribute to overall plant safety and environmental compliance
- Analyze how world class storeroom physical layout practices deliver better service and convenience
- Develop a world class storeroom organization

#### Who Should Attend This Seminar?

- Storeroom Personnel(Clerks/Supervisors/Managers)
- Maintenance Planners & Schedulers
- Maintenance Supervisors
- Production Supervisors
- Reliability Engineers
- Accounting Personnel
- Maintenance Managers
- Directors of Maintenance
- Purchasing Managers
- Production Planners

#### Here's What You Can Look Forward To:

- Better Control of Parts & Materials
- Optimum Inventory
- Reduced Stock-outs
- Increased Storeroom Efficiency & Effectiveness
- >95% Service Level
- Effective Asset Management
- Turning Your Storeroom Into a Profit Center

## Agenda - Materials Management for Maintenance Training

### Day 1

#### Welcome & Orientation

#### Section 1: The Storeroom Contribution to Total Process Reliability

#### Section 2: Strategic Practices

- Value
- 9 Strategic Practices
  - Data Scrubbing
  - Critical Spares Evaluation
  - VMI/Consignment Inventory
  - Optimizing Stock Levels
  - Section Review
- Improvement Opportunities

#### Day 1 Review

### Day 2

#### Sections 1-2 Learning Review

#### Section 3: Tactical Processes

- Value
- 15 Tactical Processes
  - New Item Setup
  - ABC Classification
  - Cycle Counting
  - Obsolescence
  - Kitting
  - Materials PM
  - Issuing
  - Section Review
  - Improvement Opportunities

#### Section 4: Measuring Success

- Why We Measure
- How We Measure
- What We Measure
- Improvement Opportunities

#### Section 5: Stores Stock Committee

- Value
- Form
- Charter
- Improvement Opportunities

#### Section 6: Maintenance Budget Contribution

- Making Sense of Cents
- Storeroom Users
- Improvement Opportunities

### Day 2 (cont.)

#### Section 7: Root Cause Analysis

- Fix Forever
- What Hits Your Radar?
- 5 Why Analysis
- Improvement Opportunities

#### Day 2 Review

### Day 3

#### Sections 3-7 Learning Review

#### Section 8: Safety and Environmental Practices

- Your Plant Goals
- Storeroom Contribution
- Improvement Opportunities

#### Section 9: Storeroom Layout

- Current State
- Storage Requirements
- Future State
- Improvement Opportunities
  - Supplemental Learning (Manual Only)*
  - 5S Activities

#### Section 10: Storeroom Organization

- Responsibilities
- Process Guide
  - Business Process Description
  - Relevance
  - Business Process Overview
  - Workflow
  - RACI
  - Activity Detail
- Improvement Opportunities

#### Sections 8-10 Learning Review

#### Section 11: Develop Your Improvement Plan

#### Wrap-Up

## Develop Your Improvement Plan

Contact us to improve your Maintenance and Reliability performance:

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