

**RSA** Reliability and Maintenance Consultancy Firm Presents

# Understanding Spare Parts & Storeroom Management

For In-house contents only



## Training Package Includes:

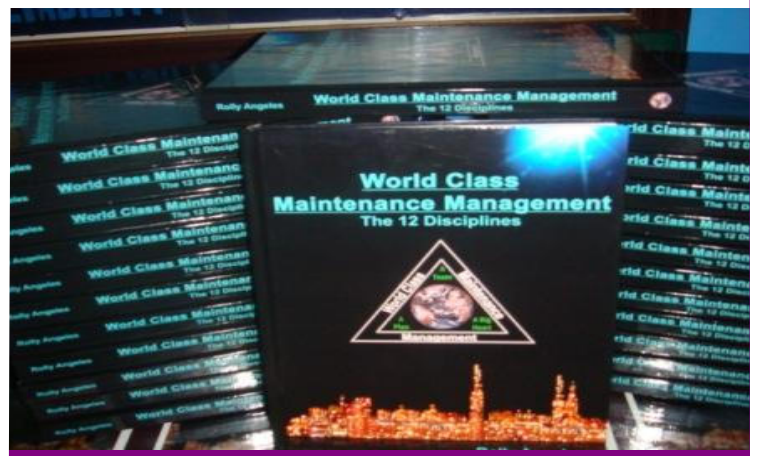
- 1 hard copy handouts on the course
- Selected Articles on Spare Parts
- Exercises and Quizzes on Spare Parts
- CD Copy of SPM Training per Delegate
- Certificate of Attendance
- Workshop on Spare Parts Management
- Bonus Chocolates for the Workshop

## Who Should Attend:

- Facility Managers
- Operations Managers
- Preventive Maintenance Group
- Predictive Maintenance Groups
- Reliability Engineers and Managers
- Maintenance Planners and Schedulers
- Maintenance Managers
- Operations and Production Supervisors
- Management and Decision Makers
- Continuous Improvement Groups
- Storeroom Managers and Supervisors
- Storeroom Staff
- MRO Purchasing Procurement Staff

## About the Resource Speaker

Rolly, is a seasoned international reliability and maintenance consultant with 23 years of experience in the field. He had been invited in different countries and have conducted reliability and maintenance trainings in India, Malaysia, Indonesia, Nigeria, Bangladesh and South Africa. His portfolio of maintenance trainings include Maintenance Management courses such as Total Productive Maintenance, Lubrication and Tribology, Condition-Based Maintenance, Reliability-Centered Maintenance (RCM), Root Cause Failure Analysis, Planned Maintenance, World Class Maintenance Management, The 12 Disciplines, Oil Contamination Control, Maintenance Indices and KPI's, Maintenance Management System and much more. Rolly previously worked with Amkor Technology Philippines as a TPM Senior Engineer, an industry engaged in the manufacture of Integrated Circuit products and spear-headed their Planned Maintenance organization composed of maintenance managers and engineers. He was responsible for the dramatic reduction of unplanned breakdowns in their TPM Journey as well as RCM implementation on their Facilities Air Handling Units and as well as their sub-station equipment. Rolly is currently working as an independent reliability and maintenance consultant. Rolly had released his first book on World-Class Maintenance Management - The 12 Disciplines a book that makes every maintenance feel proud that we belong to the maintenance function.



**ENROLL NOW !**



049-837-07-64



rollyangeles@rsareliability.com  
marievic\_angeles@rsareliability.com



www.rsareliability.com

# Understanding Spare Parts & Storeroom Management

For In-house contents only



## Brief Course Overview

- All of us stock something in our home just in case we need it someday, but in plants and industries it is a bit more complicated than that. Parts to keep in stock may range from 10,000 for a small industry to more than 150,000 for a large plant
- Almost all industries have a storeroom to keep parts of their equipment they need from time to time but not all these industries have the knowledge or know how to manage their storeroom and spare parts. In fact the Store-room and Spare Parts is one of the functions on where maintenance can save on cost and almost every industry have a horrible story to tell on their storeroom that they have experience. With the absence of a sound strategy on spare parts most of us rely on vendor on what to stock which end up as non-moving most of the time. Learn the strategies on how we can improve and optimize your spare parts and storeroom. This might be the missing link in your reliability and maintenance strategy

## MRO - SPM Course Objective

- Understand the concept and importance of having a Spare Parts Management in place in your plant
- Understand the benefits that can be derived on having a spare parts management strategy in your plant
- Learn How to Make sound decisions on whether or not to stock or not to stock an item in the storeroom
- Learn How To Optimize Your Spare Parts and Storeroom and Save on Cost
- Provide a Detailed Step By Step Strategy for your MRO Spare Parts and Storeroom Management in Your Plant

## MRO Spare Parts Day 1

- 0830 - 0900 - Take MRO Pre IQ Quiz
- 0900 - 1000 - **Module 1 : Industries Day to Day Problem on Spare parts & Storeroom**
  - Common Problems on Spare Parts
  - Survey on Top Problems on Spare Parts
- 1000 - 1015 - **Morning Break / Meals**
- 1015 - 1100 - **Module 2 : Spare Parts Management Explained**
  - Spare Parts Management Defined
  - Goal of MRO Spare Parts Management
  - Who Should Manage the Spare Parts
  - Proper Knowledge in Storing Spare Parts
  - Value of Spare Parts Management
- 1100 - 1200 - **Module 3 : Storeroom Layout and Improvement**
  - Organized Storeroom
  - What Spare Parts Must Include
  - How Much Space The Storeroom Need
  - Minimum Requirement of A Storeroom
  - Storeroom Floor Plan Sample
  - Storeroom Improvements
  - Choice for Parts Storage
  - Centralized or Decentralized Storeroom
  - Plants With Existing Storeroom
- 1200 - 1300 - **Lunch**
- 1300 - 1500 - **Module 4 : Inventory Control Procedures**
  - Types of Inventories
  - MRO Inventory Analysis/Classification
    - Fast, Slow, Non-Moving and Obsolete
  - ABC, SED, VED Analysis on Spares
  - Codification and Parts Identification
  - Store Room Parts Catalog
- 1500 - 1515 - **Afternoon Break / Meal**
- 1515 - 1700 - **Module 5 : Lead Time To Order**
  - Lead Time to Order Includes
  - Shortening The Lead Time To Order
  - Calculating The Lead Time to Order
  - Use of Average/Exponential on Lead Time
  - Proper Knowledge of Storing Parts
- 1700 - **End of Day 1**

**ENROLL NOW !**



049-837-07-64



rollyangeles@rsareliability.com  
marievic\_angeles@rsareliability.com



<https://www.rsareliability.com>





Reliability and Maintenance Consultancy Firm Presents

# Understanding Spare Parts & Storeroom Management

For In-house contents only



## MRO Spare Parts Day 2

- 0830 – 1000 - Summary of Day 1
  - Workshop on Fast, Slow, Non-Moving and Obsolete Items
- 1000 – 1015 - **Morning Break time / Meals**
- 1015 - 1200 - **Module 6 : To Stock or Not to Stock**
  - Factors to Consider on Whether to to Stock or Not to Stock
  - To Stock or Not Form and Logic Tree Decision Diagram
  - Take To Stock on Not IQ Quiz
- 1200 - 1300 - **Lunch**
- 1300 - 1500 - **Module 7 – Economic Order Quantity (EOQ)**
  - Minimum and Maximum Stock
  - Purchasing and Carrying Cost
  - Economic Order Quantity Explained
  - Computing for The Lowest Cost for Determining Minimum Quantity per Order and Number of Orders per year
  - Case Study Samples on EOQ
- 1500 - 1515 - **Afternoon Break / Meal**
- 1515 - 1630 - **Module 8 – Automating Spare Parts Through CMMS**
  - List of Requirements for Selecting a CMMS for Spare Parts
  - What To Consider When Automating Your MRO Spare Parts
  - The Use of Bar Coding and RFID Radio Frequency Identification
  - EDI or Electronic Data Interchange
- 1515 - 1700 - **Module 9 – Recommended KPI's For Spare Part and Storeroom**
  - Storeroom Performance Measurement
  - Balance KPI for Storeroom, Operations and Maintenance
- 1700 - **End of Day 2**

## MRO Spare Parts Day 3

- 0830 – 1000 - Summary of Day 2
  - Module 10 : Important Things To Consider on MRO Spare Parts and Storeroom**
  - Handling Obsolete Items
  - Security on Your Storeroom
  - Vendor Stocking Options
  - Standardization of Parts
  - Skills Needed By Your Storeroom
  - Storeroom Housekeeping & Safety
  - Surrendering Stocks in Your Squirrel Stores and Secret Hiding Places to the Storeroom
- 1000 – 1015 - **Morning Break time / Meals**
- 1015 - 1200 - **Module 12 : Step by Step Strategies to Improve Your MRO Spare Parts and Storeroom**
  - Steps to Consider in Improving Your Spare parts and Storeroom Facilities
  - Benefits of Spare Parts Management
- 1200 - 1300 - **Lunch**
- 1300 - 1500 - **Workshop on Spare Parts**
- 1500 - 1515 - **Afternoon Break / Meal**
- 1515 - 1630 - **Module 13 – Benefits on Spare Parts Management**
  - Tips on improving your MRO Spare Parts Management
  - MRO Storeroom roles and responsibilities
  - MRO Storeroom best practices
- 1515 - 1700 - **Conclusion**
  - Take Post Quiz on MRO Spare Parts
  - Closing Remarks
  - Presentation of Certificates
- 1700 - **End of Day 3**

**ENROLL NOW !**



049-837-07-64



rollyangeles@rsareliability.com  
marievic\_angeles@rsareliability.com



www.rsareliability.com