MATERIALS MANAGEMENT & INVENTORY CONTROL



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Introduction

Materials management covers the whole path of a material, from the moment a need is identified until it is issued to a job and consumed. Gaps along that path create the two costs every operation fears: money tied up in stock nobody uses, and stoppages caused by a part that should have been on the shelf. This Materials Management & Inventory Control Training Course gives materials officers, storekeepers, and supply chain professionals a complete working method for the full cycle. Participants learn how to classify materials, plan procurement and replenishment, control receiving and issuing, keep records accurate, and measure performance honestly. Furthermore, the course ties material availability to maintenance, production, and project schedules.

Materials Management & Inventory Control Course Objectives

- Apply the materials management cycle from requirement definition to issue and consumption.
- Classify materials by ABC value logic, XYZ demand variability, and operational criticality.
- Build material requirement plans from bills of material and maintenance schedules.
- Calculate economic order quantity, safety stock, and reorder points for stocked items.
- Control receiving, inspection, put-away, issuing, and returns at the transaction level.
- Manage suppliers through lead time tracking, delivery performance, and expediting rules.
- Maintain record accuracy with cycle counting, location discipline, and tolerance control.
- Control obsolete, surplus, and slow-moving materials through ageing and phase-out plans.
- Use MRP logic and ERP or WMS material modules with clean master data.
- Measure performance using stock accuracy, turnover, service level, and obsolescence rate.

Course Methodology

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- Facilitated sessions built on real material records, BOMs, and store transactions.
- Spreadsheet drills on EOQ, safety stock, requirement planning, and turnover.
- Case workshops on stockouts, surplus build-up, and issuing control failures.
- Simulation of a materials requirement plan and a store cycle count.
- Group exercise on a materials control improvement plan with measurable targets.

Who Should Take This Course

- Materials officers and materials controllers.
- Storekeepers and warehouse supervisors.
- Procurement and purchasing officers managing order cycles.
- Maintenance and production planners dependent on material availability.
- ERP and WMS material module users and master data owners.
- Finance and audit staff reviewing inventory and material consumption.

Materials Management & Inventory Control Course Outlines

Day 1: Materials Management Framework and Classification

- The materials management cycle and its interfaces with procurement and finance.
- Material categories: raw materials, components, consumables, and spares.
- ABC classification by annual usage value and control level.
- XYZ classification by demand variability and forecast difficulty.
- Operational criticality linked to equipment and production impact.

- Material coding, descriptions, and master data standards.
- Roles, accountability, and segregation of duties in materials control.

Day 2: Requirement Planning and Procurement Interface

- Material requirement planning from bills of material and demand plans.
- Maintenance and project material planning and reservation practice.
- Lead time components: requisition, supplier, transport, and inspection.
- Make-or-buy and standardisation decisions to reduce variety.
- Purchase requisition to order conversion and approval limits.
- Supplier delivery performance measurement and expediting rules.
- Long-lead items and early procurement planning.

Day 3: Order Quantities and Replenishment Control

- Economic order quantity and its assumptions and limits.
- Minimum order quantities, pack sizes, and transport lot constraints.
- Safety stock formulas using service level and variability factors.
- Reorder point, min-max, and periodic review systems compared.
- Consignment stock, vendor-managed inventory, and call-off orders.
- Consumables issue control and job-based consumption tracking.
- Emergency and breakdown purchases: control without blocking operations.

Day 4: Store Operations, Accuracy, and Surplus Control

- Receiving, inspection, put-away, and discrepancy handling.
- Location management, bin discipline, and issuing discipline.

- Returns, repairs, and repairable item tracking.
- Cycle counting design by material class, frequency, and tolerance.
- Root cause analysis of count variances and corrective actions.
- Ageing analysis, surplus identification, and disposal governance.
- Adjustment approval levels and audit trail requirements.

Day 5: Systems, Performance, and Continuous Improvement

- MRP logic and material master parameters in ERP systems.
- Barcode, WMS, and mobile scanning for material movements.
- KPIs: stock accuracy, turnover, service level, and obsolescence rate.
- Procurement, materials, and finance reporting alignment.
- Root cause analysis of chronic shortages and surplus.
- Aligning materials policy with maintenance and sales and operations planning.
- Building an annual materials management improvement roadmap.

Conclusion

By successfully completing the Materials Management & Inventory Control Training Course, participants will have acquired a thorough working knowledge of the materials management cycle, classification, requirement planning, order quantity and replenishment control, store operations, record accuracy, surplus control, and performance measurement. They will leave able to keep materials available when operations need them, release cash tied up in excess stock, and produce records that withstand audit. Gentex Training Center delivers this programme with materials and supply chain practitioners who run these controls in live operations.

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FAQs for the Materials Management & Inventory Control course

Q1 What is the "Materials Management & Inventory Control" course about?

It is a five-day programme on managing materials from requirement to consumption. It covers classification, requirement planning, order quantity and replenishment control, store operations, record accuracy, surplus control, and materials performance measurement.

Q2 What are the key benefits of the "Materials Management & Inventory Control" course?

Participants keep critical materials available without overstocking, release cash from surplus and obsolete stock, and stop stockouts caused by weak requirement planning. They also gain records and controls that satisfy finance and audit review.

Q3 What skills will I gain from the "Materials Management & Inventory Control" course?

You will gain materials classification and control design, material requirement planning and procurement interface management, order quantity and replenishment control, and store accuracy and surplus control with materials performance measurement.

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Q4 What tools, methods, or standards are covered in the "Materials Management & Inventory Control" course?

The course works with ABC and XYZ classification matrices with operational criticality, material requirement planning from bills of material, lead time component analysis, economic order quantity models, minimum order quantity and pack size constraints, safety stock formulas and reorder point rules, consignment stock and vendor-managed inventory, job-based consumption tracking, cycle counting with tolerance thresholds, ageing and surplus analysis, and ERP material master parameters and KPI reports.

Q5 How is the "Materials Management & Inventory Control" course applied in real-world practice?

Teams apply it when planning materials for a maintenance shutdown, reviewing spare part levels, investigating a stockout on a critical item, running a store cycle count, and preparing surplus and obsolescence reports. It also guides procurement timing, supplier performance reviews, and material coding clean-up.