

Modernizing Your Maintenance Storeroom and Improving MRO Materials Management

EFFECTIVE STOREROOMS PROVIDE A *CORNERSTONE* FOR MAINTENANCE EXCELLENCE!

This intensive 3-day **TrueWorkShop** continues to be one of TMEI's most popular offerings! It is designed for those desiring to improve and achieve maximum value from their existing maintenance storeroom and to improve the very important MRO procurement process. It is a professional development event for *both* public and private sector operations.

Your instructors have extensive real world experience with every topic covered and will help you apply what you learn.

This TrueWorkShop is Tailored for Participants for Manufacturing Plant and Fleet Maintenance, Pure Facilities Maintenance and Healthcare Operations

Why This TrueWorkShop?

We know effective maintenance storerooms and parts/material procurement practices are absolutely essential for a successful maintenance operation.

We have helped over 300 small, medium, and large companies on their journey toward Maintenance Excellence with total maintenance operations assessments including storeroom modernization. Almost all of these operations needed some level of storeroom modernization and improvement. For some operations, the current best solution was to consider out-sourcing, which we share as a case study.

We have found the areas of storeroom planning, operation and improvement to procurement processes seldom receive the attention truly needed for viable solutions.

Your Results:

As an attendee in this **TrueWorkShop** you will be provided with practical tools you can apply. The results will allow you to define strategic, tactical, and operational plans along with the many *"Do It Now!"* actions for storeroom improvements.

Our objective is for you to learn and apply the best practice topics we cover to improve your current storeroom or to plan a successful new storeroom.

Who Should Attend?

- Storeroom Managers
- Storeroom Supervisors
- Maintenance Planners
- Maintenance Schedulers
- Storeroom Staff
- Maintenance Foremen
- Maintenance Supervisors
- Maintenance Coordinators
- Plant Engineers
- Plant Directors
- Facility Managers
- Property Managers
- MRO Purchasing Procurement Staff
- Maintenance Managers

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Work Shop Topics

Day One:

- **Introductions:** TMEI Staff and Participants
 - ✓ Attendees Present Their Top Five Challenges (Pre-Course Work)
 - ✓ Select Challenge for Improvement Plan of Action
 - ✓ Begin Planning Team Presentation for Day Three
- Types of Maintenance and Storeroom Organizational Structures
 - ✓ Storerooms Reporting to Maintenance
 - ✓ Storerooms Reporting to Others
 - ✓ Being Successful Regardless of the Current Organization Chart
- Why Maintenance Operations Must Have Effective Stores and MRO Procurement
- Productivity and Gained Value: How to Measure Both for Your Storeroom
- How to Improve Total Operations Culture & **PRIDE-in- Maintenance™**
- Case Study One: BigLots
- Handling Obsolescence via Support From Engineering
- How Planning & Scheduling Depends on Effective Stores and Procurement
- The Storeroom-Planner Partnership for Storeroom Excellence
- How Effective Storerooms Support Improve Crafts Productivity
- Modernizing Storeroom Operations to Improve MRO Customer Service
- Storeroom Facilities Planning, Storage Equipment and Materials Handling
- Review of Storeroom Storage and Materials Handling Equipment

Day Two:

- Selecting Physical Location, Developing Layouts and Space Considerations
- What Are Optimal Storeroom Dimensions?
- How to Deal with a Small Storage Space and Maximize Cube Utilization
- Determining Storage, Lighting, and Security Requirements
- New Tools for Developing the Floor Plan
- Solving Special Storage Challenges
- Life Safety Requirements for Material Storage and Handling
- Improving Receiving and Storage Methods & Stock Issuing Processes
- Using Bin Location & Parts/Stock Identification Systems
- Hierarchical Systems vs. Unique Stock Numbers
- Qualifying Word List Examples & Describing Items for Cataloging and Repurchase
- Implementing Parts Staging, Delivery, Self-Service Items
- Controlling Shop/Bench Stock, Satellite & "Secret" Stores
- Inventory Management Best Practices
- Regular Spare Parts and Critical Spares
- Identifying Spares Requirements
- What is really critical to the operation?
- Who decides to buy, what and when?
- Inventory management and cycle counting
- Storeroom performance measurement
- Improving MRO Materials Management and Procurement
- MRO Purchasing Roles & Responsibilities:
- Purchasing Integration with Maintenance, Vendors and Finance
- Case Study Two: ArvinMeritor (Rockwell International)
- Developing and Building a Usable Catalog the Crafts Will Use
- Computer Searches, Printed Catalogs, Listing Order and Indexes
- How Pictures and Exploded Views Can Make Life Much Easier
- How to Avoid Common Cataloging Mistakes
- The Perpetual Inventory System

Day Three:

- Streamlining Issues, Receipts, and Returns
- Annual Physical Inventory versus Cycle Counting Best practices
- The Question of Security
- Controlling Additions and Deletions to Parts Master Database

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- The Cost of Purchasing and Inventory Carrying Costs
- Managing Inventory Cycles and Usage Rates
- Determining Reorder Points and Safety Stock Requirements
- Improving Lead-times by Streamlining the Purchasing Process
- Establishing Proper Order Quantities
- Shipping Options and Lowering Freight Costs
- Reducing Inventory Value through Consignment and Delivery Contracts
- ABC and XYZ Analysis
- Improving Inventory Turnover Rates
- Measuring and Improving Supplier Performance
- Applying New Technologies for MRO Materials Management & Procurement
- Case Study Three: Rockwell Automation
- Establishing Vendor Stocking Plans
 - ✓ Vendor Stocking Options
 - ✓ Good and Bad Examples
 - ✓ Keeping Tabs on Supplier Restocking Plans
- Bar Coding & Radio Frequency Identification (RFID): Hardware, Software & Formats
- Using the Full Capabilities of the Internet: Present & Future
- Contract Storerooms: The Good, Bad and the Ugly
- Cost Benefits of Storeroom Modernization
- Why Support to Storeroom Modernization is Essential?
- Achieving and Validating Results with Your **Maintenance Excellence Index™**
- Maximizing the Value of CMMS to Support MRO Materials Management
- Using **The CMMS Benchmarking System™**
- Evaluating Computerized Inventory Systems
- Key Training Needs for Your Storeroom Staff
- Effective Supervision & Leadership Skills
- Storeroom **Continuous Reliability Improvement™**
- Team Presentations of Storeroom Improvement Project Plan of Actions
- Presentation of Certificates

Your Instructors and Coaching Team



Ralph W. (Pete) Peters the Founder/President of The Maintenance Excellence Institute is your primary instructor. His experience of over 40 years has included being a manufacturing plant manager at two sites; director of facilities management. He has had extensive maintenance experience within the US Army beginning in Vietnam (1970) and with the US Army Corps of Engineers building what is now called, the National Highway.

He consults and provides maintenance best practice training in over 20 countries, written maintenance chapters in four books as well as a book on *Maximizing the Value of Your CMMS*. In 2006, he wrote and published *Maintenance Benchmarking & Best Practices* for McGraw-Hill's professional book division.

Pete's positive approach and his experience from consulting, allows him to be an excellent coach for today's top leaders, maintenance leaders and craft leaders. His worldwide **PRIDE in Maintenance** initiative will be highlighted in his next book with key topics from this universal book included in all of his worldwide **TrueWorkShops**.



Robert E. "Bob" Gaskins, Vice President of TMEI and President of The Vision Team, (his own company), supports all TMEI events. **The Vision Team** specializes in motivational instruction and results-based facilitation for applying today's best business practices.

Bob has over 40+ years of manufacturing and maintenance experience and always brings a "magic touch" and down home humor to each TMEI event. His real world experiences as a sales engineer for technical equipment adds great value as does the true case studies on the need for maintenance excellence for new equipment installations. He supports our Maintenance Excellence Services area with on-site consulting.

Bob is also directly responsible for public training events in the USA, Alliance Team Member support and other key areas within TMEI.

If results from this TrueWorkShop do not provide at least a 10 to 1 Return on Investment, to cover your time and training costs, you will receive a complete refund.

Ralph W. Peters
Founder-President-Coach for TMEI

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Even in Good Economic Times Maintenance is Forever!

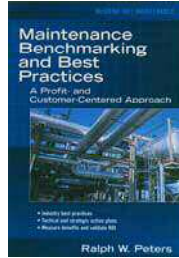
Gain an Understanding of the True Value of Maintenance:

Regardless of the type of operation, Top Leaders must understand the “true value of maintenance.”

Maintenance Leaders must develop and nurture an organizational culture that clearly supports long-term continuous maintenance improvement.

[Training for Maintenance Excellence](#) supports our belief in the basics and building upon basic best practices as the foundation for advanced maintenance practices that achieve reliability and maintenance excellence.

An Extensive Reference to Take Home:



TMEI provides more electronic references than any other course now being offered in the world. This workshop is based on Pete's book from McGraw-Hill's professional division: *Maintenance Benchmarking and Best Practices: A Profit and Service-Centered-Approach*.

Each organization will receive an e-book copy of this book plus many, many more valuable references on CD. The electronic version is included to allow easy application and duplication of all materials in this book.

All PowerPoint's used and “The Mother of All Maintenance and MRO Materials Management Glossary” are included.

Take An Important First Step:

This training process is for application and not theory. Like the new book, this training is for both the public and private sector in plant maintenance and pure facilities maintenance.

Remember, we guarantee this [TrueWorkShop](#) will help provide you with the important steps to improve the maintenance process and the business side of the maintenance storeroom in your operation.

We Personally Guarantee This TrueWorkShop For At Least a 10 to 1 Return On Your Training Investment!

We will give you the firepower and knowledge needed to reinforce your current maintenance needs to the top leaders in your organization. We will help you be “the maintenance messenger” to get action from Top Leaders.

We can personally help you make a difference in the total operations success of your organization after you attend this event! Top Leaders must clearly understand your needs and the consequences of gambling with maintenance costs.

Training is Not Over When it's Over!



Your company will benefit most if you attend as part of a 2-3 person company team. There will be scheduled practical exercises with facilitation support from MEI staff. The workshop “**is definitely not over when it's over**”.

Yogi Berra once said, “It ain't over until it's over!”

Your session is [definitely not over when it's over!](#) Following completion of this [TrueWorkShop](#) a personalized follow-up will be scheduled for each attending participant and organization. Our one-on-coaching will help you to apply the key topics.

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TRAINING INVESTMENT:

Your Investment of \$990 per person for a 3-Day Session is the World's Best Educational Value!! In Fact, register 3 and the 4th person attends for FREE! That is a 25% savings for a Team of 4.

Investment:

Training is an investment and *all* of TMEI's **TrueWorkShops** are today's best value. They are results-oriented and focus on implementation.

For a 3-day session your investment is \$990 per person, but pay for 3 and send a 4th person **FREE**. That is an immediate and a direct savings of 25%.

Workshop schedule is from 8:00 AM to 4:00 PM each day. All lunches and reference materials are included. Dress is casual.

- a) **Provide a purchase order number:** We will send an electronic invoice to your organization*
- b) **Send checks payable to:** The Maintenance Excellence Institute
6809 Foxfire Place, Suite 100 ♦ Raleigh, NC 27615
- c) **Purchase online:** Visit www.PRIDE-in-Maintenance.com. We accept Visa, MasterCard and American Express
- d) **Direct Bank Deposit:** Contact Bob Gaskins at 919-841-0705 for direct wire transfer information of your payment*

**Please call Bob Gaskins at 919-841-0705 with the names of your attendees for certificates, or if you need any assistance.*

For More Dates and Locations Please Download Our [2011 Schedule](#)

In-House Opportunities With No Boundaries!

**We Can Help You Plan This Program at Your Site as a Customized In-House Event No Matter Where You are Located.
For More Information Please Contact:**

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