BOOST
THE LEADING TRAINING PROVIDER

Procurement & Supply Chain Operations

Spare Part Management and Stock Control

Course Introduction

Most companies and organizations are reluctant to maintain a comprehensive spare part inventory because they fear that stocking assets like spares is counterintuitive when trying to effectively control operating costs. Practical spare part management is the foundation for reliable plant operation and is crucial to a plant managers success. Plant managers are expected to identify ways to reduce cost while maintaining the performance and efficiency of plant operations.

This training course is designed to provide participants with relevant knowledge and understanding of spares management and inventory control in the maintenance repair and operations (MRO) environment including activities in an organization that ensure the optimal and timely availability of spare parts in order to meet maintenance timely demands.

Target Audience

- Procurement Manager / Supervisor
- Procurement officer / assistant
- Purchase officer
- Vendor manager
- Supplier relationship officer
- Purchase coordinator
- International Buyer
- Category purchasing manager
- Supply chain officer- Procurements
- Logistics Professionals
- Distribution Managers
- Working in this field
- These who wants to start a career in this field

Learning Objectives

- Gain an understanding of product specification and the implications of holding items.
- Understand categories of stock and ways to tailor stockholdings.
- Understand the latest technique and methods in managing inventory to reduce and eliminate inventory obsolesces.
- Learn the techniques which can be used in order to identify, control and coordinate the spare parts requirements on a daily and long-term basis.
- Identify the savings that can be made from implementing an effective and economic spare parts stores system using both manual and computer systems.
- Apply methods of determining levels of stockholding,
- Produce an action plan designed to reduce stockholding.

Course Outline

- **Day 01**

  Spare Parts Management

  - Spare Parts Against Typical SKU’s
  - Factors and Variables Affecting Spare Parts
  - Stages of Spare Parts Management
  - Stage 1 – Criticality, Demand and Supply Characteristics
  - Stage 2 – Segmentation/ Clusters
  - Stage 3 – Forecasting and Safety / Buffer Stock
  - Eliminating Process Problems
  - Spare Need Identification
  - Request For Order
  - RFO Approval
  - Procurement
  - Reception
  - Warehousing
- **Day 02**

Spare Parts Management Starts with Good Forecasting

- Quantitative Method Against Common Sense
- Visualization of Time Series
- Calculation of Forecast
- Calculation of Accuracy
- Selection of The Best Method
- Evaluate Parts Critically
- Cost of Inventory Holding
- Lead Time and Other Parameters
- Failure Probability
- Impact of Spare Parts Unavailability

• **Day 03**

Stock Control

- Inventory Levels
- For new parts
- Existing inventory
- Maximums and minimums
- Reorder points
- Safety stock
- Economic order quantity
- Reserving parts
- Inventory control
- Parts issuing
- Parts receiving
- Parts returning
- Parts requisitioning/purchasing
- Access to stores
- Physical inventory
- Cycle count
- 100% count
- DCON I.R.A.
- Stock-outs

• **Day 04**

Stock Control Models and Techniques

- Theoretical stock control model
- Elements of stock control model
- Dynamic nature of the stock control model

- Maintenance requirements
- Reorder point fluctuations
- Stock Control Techniques
- Best order quantity
- Economic Order Quantity (EOQ) defined
- Determining Economic Order Quantity (EOQ)
- Variable costs
- ABC analysis
- Other techniques of analysis

- **Day 05**

Implementing an Information System for Spare Parts and Maintenance Inventory Management

- Forecast Accuracy and Reliability
- Unexplained/Random
- Qualitative Method
- Safety Stock
- Reorder Point

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
Dec. 22, 2025	Dec. 26, 2025	5 days	4250.00 $	UAE - Dubai