COURSE OVERVIEW LM0280
Innovation and Creativity in Managing Warehouses, Materials and Stagnant Inventory

Course Title
Innovation and Creativity In Managing Warehouses, Materials and Stagnant Inventory

Course Date/Venue
August 05-09, 2024/Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Reference
LM0280

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Description


This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

This course is designed to provide participants with a detailed and up-to-date overview of Inventory and Creativity In Managing Warehouses, Materials and Stagnant Inventory. It covers the best methods for maintaining efficient stock levels; the efficient and effective stock management and control; the loss prevention and reducing inventory costs; the design and layout information in a simple warehouse plan; the types of warehouse functions and organization's supply chain; and the efficient management of people, information, technology, equipment, space and facilities.

During this interactive course, participants will learn to identify and analyze information on stockholding costs; suggest cost reduction measures; maintain safety and security practices; use appropriate methods to monitor and control staff performance against service standards; evaluate and report on ICT applications in relation to inventory management; implement appropriate picking methods; analyze legal and environmental requirements for waste management; produce a plan for compliance; and analyze human resources management and development requirements.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain a comprehensive knowledge on inventory and creativity in managing warehouses, materials and stagnant inventory
- Select best methods for maintaining efficient stock levels
- Contribute to providing efficient and effective stock management and control
- Contribute to loss prevention and reducing inventory costs
- Select and use relevant design and layout information in a simple warehouse plan
- Identify the types of warehouse functions and relate to organization's supply chain
- Contribute to the efficient management of people, information, technology, equipment, space and facilities
- Identify and analyze information on stockholding costs and suggest cost reduction measures
- Maintain safety and security practices
- Use appropriate methods to monitor and control staff performance against service standards
- Evaluate and report on ICT applications in relation to inventory management
- Implement appropriate picking methods
- Analyze legal and environmental requirements for waste management and produce a plan for compliance
- Analyze human resources management and development requirements

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials, sample video clips of the instructor's actual lectures & practical sessions during the course conveniently saved in a **Tablet PC**.*

Who Should Attend

This course provides an overview of all significant aspects and considerations of inventory and creativity in managing warehouses, materials and stagnant inventory for inventory assistants and those already working in the industry/sector at a middle management level and who wish to develop a strategic view of logistics and transport operations and be capable of reviewing operational activities.

Course Certificate(s)

(1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants: -

(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *

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Haward Technology Middle East

Continuing Professional Development (HTME-CPD)

CEU Official Transcript of Records

TOR Issuance Date: 07-Dec-17

HTME No. PAR21924

Participant Name: Hassan Al Jarwan

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
LM280	Certified Inventory & Warehouse Management	December 03-07, 2017	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date **3.0**

TRUE COPY

Maricel De Guzman
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 1760 Old Meadow Road, Suite 500, McLean, VA 22102, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by

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Certificate Accreditations

Certificates are accredited by the following international accreditation organizations:

- The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Course Fee

US$ 5,500 per Delegate + **5% VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. Andrew Ladwig is a **Senior Process & Mechanical Engineer** with over **25 years** of extensive experience within the **Oil & Gas**, **Refinery**, **Petrochemical & Power** industries. His expertise widely covers in the areas of **Ammonia Manufacturing & Process Troubleshooting**, **Distillation Towers**, **Crude Oil Distillation**, **Fundamentals of Distillation** for Engineers, **Distillation** Operation and Troubleshooting, **Advanced Distillation** Troubleshooting, **Distillation** Technology, Vacuum **Distillation**, **Ammonia Storage & Loading** Systems, **Ammonia Plant** Operation, Troubleshooting & Optimization, **Ammonia Recovery**, **Ammonia Plant Safety**, Hazard of **Ammonia Handling**, Storage & Shipping, **Operational Excellence** in **Ammonia Plants**, **Fertilizer Storage** Management (Ammonia & Urea), **Fertilizer Manufacturing** Process Technology, **Sulphur Recovery**, Phenol Recovery & Extraction, **Wax Sweating & Blending**, **Petrochemical & Fertilizer** Plants, **Nitrogen Fertilizer** Production, **Petroleum Industry Process** Engineering, **Refining Process & Petroleum Products**, **Refinery Planning & Economics**, Safe **Refinery Operations**, **Hydrotreating & Hydro-processing**, **Separators** in **Oil & Gas** Industry, **Gas Testing & Energy** Isolations, Gas Liquor Separation, **Industrial Liquid Mixing**, **Wax Bleachers**, **Extractors**, **Fractionation**, Operation & Control of **Distillation**, Process of **Crude ATM & Vacuum Distillation** Unit, **Water Purification**, **Water Transport** & Distribution, **Steam & Electricity**, **Flame Arrestors**, **Coal Processing**, **Environmental Emission Control**, R&D of **Wax Blending**, **Wax** Molding/Slabbing, **Industrial Drying**, Principles, Selection & Design, Certified **Process Plant** Operations, Control & Troubleshooting, **Operator** Responsibilities, **Storage Tanks Operations** & Measurements, **Process Plant** Troubleshooting & Engineering Problem Solving, **Process Plant Performance**, Efficiency & Optimization, Continuous Improvement & Benchmarking, **Process Troubleshooting** Techniques, Oil & Gas Operation/Introduction to **Surface Facilities**, **Pressure Vessel** Operation, **Process Equipment** Performance & Troubleshooting, **Plant Startup & Shutdown**, **Startup & Shutdown** the Plant While Handling Abnormal Conditions, **Flare & Relief** System, **Process Gas Plant** Start-up, Commissioning & Problem Solving, **Process Liquid** and **Process Handling & Measuring** Equipment. Further, he is also well-versed in **Compressors & Turbines** Operation, Maintenance & Troubleshooting, **Heat Exchanger** Overhaul & Testing Techniques, Balancing of **Rotating Machinery** (**BRM**), **Pipe Stress** Analysis, **Valves & Actuators** Technology, Inspect & Maintain **Safeguarding Vent & Relief System**, Certified Inspectors for **Vehicle & Equipment**, Optimizing **Equipment Maintenance** & Replacement Decisions, Certified Maintenance Planner (**CMP**), Certified Planning and Scheduling Professional (**AACE-PSP**), **Tank Design**, Construction, Inspection & Maintenance, **Material Cataloguing**, Specifications, Handling & Storage, **Steam Trap** Design, Operation, Maintenance & Troubleshooting, **Steam Trapping & Control**, **Column**, **Pump & Exchangers**, Troubleshooting & Design, **Rotating Equipment** Operation & Troubleshooting, **Control & ESD** System, **Detailed Engineering Drawings**, Codes & Standards, **Budget** Preparation, Allocation & Cost Control, Root Cause Analysis (**RCA**), **Production Optimization**, Permit to Work (**PTW**), Project Engineering, **Data** Analysis, **Process Hazard** Analysis (**PHA**), **HAZOP** Study, Sampling & Analysis, **Training** Analysis, **Job Analysis** Techniques, Storage & Handling of **Toxic Chemicals & Hazardous Materials**, **Hazardous Material** Classification & Storage/Disposal, **Dangerous Goods**, Environmental Management System (**EMS**), Supply Chain, Purchasing, Procurement, **Logistics** Management & **Transport** & **Warehousing** & **Inventory**, **Risk** Monitoring Authorized Gas Tester (**AGT**), Confined Space Entry (**CSE**), Personal Protective Equipment (**PPE**), Fire & Gas, First Aid and Occupational Health & Safety.

During his career life, Mr. Ladwig has gained his practical experience through his various significant positions and dedication as the **Mechanical Engineer**, **Project Engineer**, **Reliability & Maintenance Engineer**, **Maintenance Support Engineer**, **Process Engineer**, **HSE Supervisor**, **Warehouse Manager**, **Quality Manager**, **Business Analyst**, **Senior Process Controller**, **Process Controller**, **Safety Officer**, **Mechanical Technician**, **Senior Lecturer** and **Senior Consultant/Trainer** for various companies such as the Sasol Ltd., Sasol Wax, Sasol Synfuels, just to name a few.

Mr. Ladwig has a **Bachelor's** degree in **Chemical Engineering** and a **Diploma** in **Mechanical Engineering**. Further, he is a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**) and has delivered various trainings, workshops, seminars, courses and conferences internationally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1: ***Monday 05th August 2024***

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***Inventory and Stock Analysis*** *To Explain the Function of Inventory ● Defining the Purpose and Function of Information Technology Within the Context of Inventory Management*
0930 – 0945	*Break*
0945 – 1115	***Inventory and Stock Analysis (cont'd)*** *Defining the Purpose of Efficient Warehousing and Warehouse Analysis ● Defining Externalities and Their Impact on Logistics and Supply Chain Planning and Management*
1115 – 1230	***Inventory and Stock Analysis (cont'd)*** *To Explain Demand Analysis ● To Explain the Role of Demand Patterns*
1230 – 1245	*Break*
1245 – 1420	***Inventory and Stock Analysis (cont'd)*** *Factors Influencing the Supply Chain ABC Analysis ● To Explain Need for Inventory Management ● Demand Forecasting*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day One*

Day 2: ***Tuesday 06th August 2024***

0730 – 0930	***Stock Control*** *To Explain the Reasons for Stock Control*
0930 – 0945	*Break*
0945 – 1045	***Stock Control (cont'd)*** *To Describe the Three Basic Methods for Checking Stock ● To Explain the Process When Adding New Stock*

1045 – 1230	***Stock Control (cont'd)*** *To Identify Warning Signs in Stock Control*
1230 – 1245	*Break*
1245 – 1420	***Stock Control (cont'd)*** *To Explain Measures Needed to Ensure Efficient Stock Control*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Two*

Day 3: ***Wednesday 07th August 2024***

0730 – 0930	***Warehouse Operations*** *To Explain Warehouse Structure & Process*
0930 – 0945	*Break*
0945 – 1115	***Warehouse Operations (cont'd)*** *Explain Picking Options ● To Explain Additional Picking Methods*
1115 – 1230	***ICT Requirements*** *To Describe the Use of ICT ● To Describe the Benefits of ICT ● To Explain the Function of Inventory Management*
1230 – 1245	*Break*
1245 – 1420	***ICT Requirements (cont'd)*** *To Describe Types of ICT Systems for Warehouses ● To Describe Main Features of Successful System Implementation*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Three*

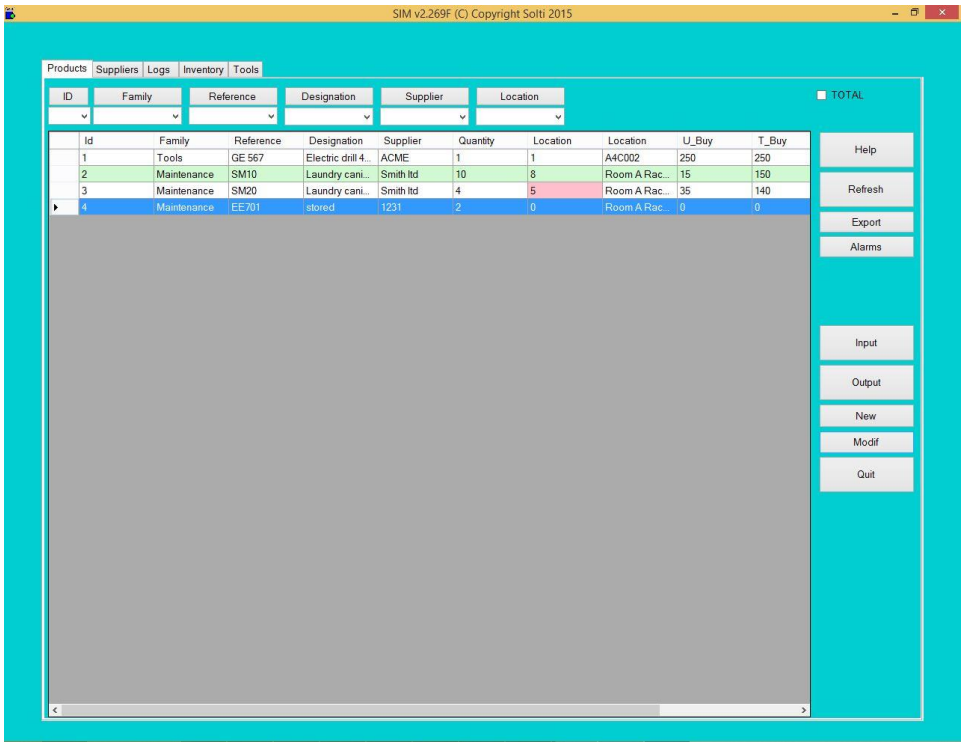
Day 4: ***Thursday 08th August 2024***

0730 – 0930	***Human Resource Management*** *To Describe Main Features of Successful System Implementation*
0930 – 0945	*Break*
0945 – 1100	***Human Resource Management (cont'd)*** *To Explain Company Culture - Formal and Informal Culture*
1100 – 1230	***Human Resource Management (cont'd)*** *The PODCORB Function of Management*
1230 – 1245	*Break*
1245 – 1420	***Human Resource Management (cont'd)*** *To Define Key Performance Indicators*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day Four*

Day 5:	***Friday 09th August 2024***
0730 – 0930	***Developments & Future Trends*** *To Explain Developments in Supply Chain Management*
0930 – 0945	*Break*
0945 – 1100	***Developments & Future Trends (cont'd)*** *To Define Global Logistics Issues ● To Explain the Impact of Legislation*
1100 – 1230	***Developments & Future Trends (cont'd)*** *To Explain the Impact of Technology*
1230 – 1245	*Break*
1245 – 1300	***Developments & Future Trend (cont'd)*** *To Explain the Types of Political and Social Impact on Distribution Policies*
1300 – 1315	***Course Conclusion*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course*
1315 – 1415	***COMPETENCY EXAM***
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using the state-of-the-art simulators "Simple Inventory Manager" software.



Course Coordinator

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