# Basic Information

## A.1. Tenant Company

|  |  |
| --- | --- |
| Tenant Name |  |
| Annual Turnover (RM) |  |
| Contact Person |  |
| Contact Person Position |  |
| Contact Person Mobile & Email |  |
| Other Info |  |

## A.2. Tenant Operations

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| Industry | 3rd Party Logistics  Transportation  Warehousing/Storage  Inbound/Outbound Logistics  Ecommerce Fulfilment  Others, please specify: | 3rd Party Logistics  Transportation  Warehousing/Storage  Inbound/Outbound Logistics  Ecommerce Fulfilment  Others, please specify: |
| Clients’ Industries (if any) | Pharmaceutical  FMCG – Food & Beverage  FMCG – General Retail  FMCG – Others  Chemicals  Medical Equipment  Automotive  Ecommerce  Others, please specify: | Pharmaceutical  FMCG – Food & Beverage  FMCG – General Retail  FMCG – Others  Chemicals  Medical Equipment  Automotive  Ecommerce  Others, please specify: |
| Special Licenses Requirements | Halal  Dangerous Goods  Pharmaceutical  Bonded  Others, please specify: | Halal  Dangerous Goods  Pharmaceutical  Bonded  Others, please specify: |
| Special Storage Requirements | Ambient  Chilled, temperature range (degC):  Frozen, temperature range (degC):  Bonded | Ambient  Chilled, temperature range (degC):  Frozen, temperature range (degC):  Bonded |
| Green Certification Requirements | GBI  LEED  Green RE  None | GBI  LEED  Green RE  None |

## A.3. Tenant Warehouse

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| No. of Warehouses |  |  |
| Warehouse Locations |  |  |
| Owned or Leased |  |  |
| Size of Storage Area (sqft) |  |  |
| Utilization of Storage Area (%) |  |  |
| Size of Staging Area (sqft) |  |  |
| Utilization of Staging Area (%) |  |  |
| Total Pallet Capacity |  |  |
| Utilization of Pallet Capacity |  |  |
| Racking Height (mtrs) |  |  |
| No. of Loading Bays |  |  |
| Type of Automation Used |  |  |

## A.4. Main Issues

|  |  |
| --- | --- |
| What are the top 3 challenges you’re facing now regarding warehousing? |  |
| What are the top 3 areas you’d like to improve on regarding warehousing? |  |

# Daily Operations

## B.1. Pallet Volume

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| Average No. of Daily Inbound Pallets |  |  |
| Average No. of Daily Outbound Pallets |  |  |
| Average No. of Daily Inbound Pallets during Peak Season |  |  |
| Average No. of Daily Outbound Pallets during Peak Season |  |  |
| No. of Peak Months per Year |  |  |

## B.2. Goods Returns

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| Size of Goods Returns Area (sqft) |  |  |
| Utilization of Goods Returns Area (%) |  |  |

## B.3. Inventory Information

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| Total No. of SKUs |  |  |
| Inventory Turnover (Days) |  |  |

## B.4. In/Out Scheduling

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| No. of Inbound Scheduling per Day |  |  |
| No. of Outbound Scheduling per Day |  |  |

## B.5. Manpower

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| No. of Workers per Shift |  |  |
| No. of Shifts |  |  |

## B.6. Major KPIs

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| List Major KPIs for Warehouse |  |  |
| List Major KPIs for Operations |  |  |

## B.7. Logistics Vehicles

|  |  |  |
| --- | --- | --- |
|  | **Current** | **Future** |
| No. of Company Owned Logistics Vehicles |  |  |
| No. of Incoming Logistics Vehicles per Day | * Trailers: * Lorries: * Vans: * Others: | * Trailers: * Lorries: * Vans: * Others: |
| No. of Outgoing Logistics Vehicles per Day | * Trailers: * Lorries: * Vans: * Others: | * Trailers: * Lorries: * Vans: * Others: |

1. Software
2. Gap Fit Data