



Lafarge Surma Cement Ltd.



Internship Report  
on  
**Supply Chain Management**  
of  
*“Lafarge Surma cement Ltd.”*

Prepared by:

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Prepared for:

**Dr. Mohammed Tareque Aziz**

**Associate Professor,**

**BRAC Business School**

**Date of Submission: September 27, 2014**



## *Acknowledgement*

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Without the support of some legends our life can't be so tranquil and our achievements will get slower. For accomplishing the internship of ***Lafarge Surma Cement Ltd***, I have got support from many respectful people. From my university classes to end of the internship, in different phases different people assist me in various way.

At the beginning, I want express my gratitude to ***Dr. Mohammed Tareque Aziz***, Associate Professor of BRAC Business School, who became my internship supervisor. From the beginning of my internship, Tareque Azizsir guided me many times to write this report with best quality. Sir has shown me the way to learn theoretical aspects of Supply Chain Management and its practical implications. After completing the report, Sir has given his valuable time to check the draft of my report and provided me effective feedbacks.

In the head office of ***Lafarge Surma Cement Ltd*** some people continuously assisted to learn numerous aspects of Supply Chain. Among those people, I want to thank to ***Mazharul Huda Lizan***, Executive Logistics; who was my organization supervisor. During last three months, he taught me every logistics work to the point and assigned me in different activities.

In addition with that, I am glad to ***Md. Habibur Rahman***, Manager, Supply Chain Logistics and Planning; who enlightened me with diverse theories of Supply Chain and shared information of how Lafarge implement these theories.

I also want to thank ***Nusrat Sharmin***, Executive of Supply Chain Planning, ***Shakib Rahman***, Executive of HR Training and Development, ***Nafeez Imtiaz Khan***, Executive of country Communication; these people supported me in my work and provided me various information to write this report.

Finally I am grateful to ***Mohammad Rezaur Razzak***, Associate Professor of BRAC Business School; who initiated the interest of Supply Chain Management through his course MSC 301.

**Yours Sincerely,**

**Khadija Islam Rifat**

**ID: 10104098**

## *Executive Summary*

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Supply Chain Management means flow of goods from the manufacturing organization to end customer through different mediums. In this report various functions of Supply Chain Management are elaborately discussed. The major functions are: Transportation Management, Distribution Management, Inventory Management, Cost Management, Payment Management, Supplier Management, and Customer Service Management.

Along with the theoretical aspects of these functions, this report also provides an outline how “**Lafarge Surma Cement**” operates its Supply Chain of Cement. This organization has the only fully integrated cement plant in Chhatak, Sylhet; whereas its head office situated in Dhaka. LSC has six depots in different places of Bangladesh which support its distribution network.

In this report, the responsibilities of mine in various areas of LSC head office are described here. I have worked in three departments. Mostly I involved in Logistics department, and partly I worked in Human Resource Management and Corporate Social Responsibility.

Finally, from my experience of three months internship I have observed some lacking of LSC. I tried to provide suitable recommendations for the improvement of Lafarge Surma Cement Ltd.

## *Letter of Transmittal*

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**27September 2014**

Dr. Mohammed Tareque Aziz  
Associate Professor  
BRAC Business School  
BRAC University

**Subject: Submission of Internship Report on “Supply Chain Management” of “Lafarge Surma Cement Ltd”.**

Dear Sir

With great pleasure, I want to inform you that I have completed three months internship in “Lafarge Surma Cement Ltd” which is required for my graduation certificate. Based on this three months experience I have written a report on “Supply Chain Management” of LSC. This report focuses on Logistics activities of LSC through which goods are delivered to its customers on time with quality.

During writing this report I have followed your guideline and tried to relate theory to practice along with my responsibilities in LSC. After that I am ready to express regret if any discrepancies found in this report.

I hope you will be satisfied with this report and provide me a suitable session for viva. I will be very glad to you if I can complete this Internship course with a good grade.

Thank you for your consistent support.

Regards,

Khadija Islam Rifat  
ID: 10104098

## *Abbreviations*

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- LSC- Lafarge Surma Cement Ltd.
- HR- Human Recourse
- LUMPL- Lafarge Umium Mining Pvt. Ltd.
- JDE- Specialized Software uses to automated business
- SCM- Supply Chain management
- TFM- transportation and Freight management
- TMS- Transportation and Management System
- TM- Transport Module
- EDI- Electronic Data Interchange
- KPI- Key Performance Indicator
- BIWTA- Bangladesh Inland Water Transport Authority
- DN- Delivery Note
- DOA- Diligence of Authority
- GRN- Goods Received Note
- S&OP- Sales and Operational Planning
- OP- Order Process