

ELECTRICAL STOREROOM SELF EVALUATION

John Smith

Acme Co, Inc.

August, 2015

PROGRAM SUMMARY

SUMMARY TABLE HERE

IMMEDIATE OPPORTUNITIES TO ACT ON

1. Conduct a storeroom assessment. Storeroom organization should be reviewed every 3 years and can typically be improved within two weeks. After 5 years, storeroom efficiency erodes significantly if organization and waste are not promptly assessed.
2. Systems change due to requirements of demand, upgrades, new installations, and other factors. Conduct a Criticality Assessment and to define support requirements of the storeroom, and periodically update the assessment. At five years or more there can be significant change, requiring a more extensive assessment such as an Installed Base Evaluation (IBE).
3. Many domestic power and control system components are reaching end of life. Increasing compliance requirements for issues such as arc flash often require upgrades. Critical components should be evaluated for both lifecycle and compliance driven change. The storeroom is a very efficient point of inspection for multiyear migration planning. Components not evaluated in the last five years could result in much higher replacement cost or compliance/safety concerns.

AREAS TO EXPLORE FOR OPPORTUNITY

- a. There may be an opportunity to act in the following areas. A brief phone call with us could reveal additional potential and options you may want to consider.
- b. Incomplete labels reduce access speed and generate errors. There are multiple data points to include on labels depending on your CMMS or inventory system.
- c. Most storerooms serve high speed and often stressful environments. Higher efficiency can be achieved with low cost, simple systems that can be easily implemented.
- d. Documented processes for modification of inventoried items, replenishment parameters, and processing returns provide means for supplier management and will increase efficiency.
- e. A defined expectation to evaluate and adjust replenishment parameters is a necessary control of suppliers and will help optimize levels.
- f. Usage, suggested product, upgrades, and cost savings opportunities should be identified and reported by suppliers as part of periodic performance review.
- g. Suppliers of critical components should have proof of capability required to support you through emergencies.

SELF-EVALUATION DETAIL



www.eecoonline.com | 800.993.3326