

# Course Title: Basics of Spare Parts Management

## Description

This course teaches participants the very basics of managing spare parts inventory.

By completing this course participants will understand the fundamentals of spare parts management, be able to identify critical spare parts and how to manage them, and how to set holding levels that are responsive to both the demand requirements and supply constraints – without confusing formulas.

The course specifically focusses on MRO and spare parts that are held in support of equipment operations and maintenance.



## Objective

The Basics of Spare Parts Management course:

- Provides a comprehensive introduction to spare parts inventory management
- Shows you how to identify critical spare parts
- Teaches you how to set your Re-Order Point (ROP) and Re-Order Quantity (ROQ) without significant data or confusing formulas

## Process and Resources

- The course is self-paced and 100% online
- There are 2 learning modules
- Each student has 3 months to complete the training
- The course structure enables you to work through the content in 'bite-sized' chunks.
- Each module consists of a combination of reading and online video.
- Each module includes a multi-choice online quiz to test the students' know-how and learning.
- A certificate is awarded with the achievement of a minimum 80% pass mark for each module quiz.

Module	Description and Learning Objectives
<p>Module 1 Introduction to Spare Parts Inventory Management</p>	<p>The introduction module provides an overview of the spare parts inventory life cycle, identifies the unique issues when managing MRO and spare part, and explains MRO and spare parts in the context of both maintenance and finance. This understanding is critical for putting spare parts management into the business context.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> <li>• Why maintenance spare parts inventory is different from other types of inventory</li> <li>• 5 common supply chain techniques that should not be used with maintenance spare parts inventory</li> <li>• How maintenance, spare parts management, and procurement fit into the big picture</li> <li>• The 5 key financial principles for spare parts management.</li> <li>• How to identify and interpret the key financial reports associated with spare parts management</li> </ul>
<p>Module 2 Critical Parts and Stock Level Decision Making</p>	<p>The most important issues with MRO and spare parts management is whether to stock an item and then how many to stock. This module reviews techniques for identifying critical spare parts and from that setting justifiable ROP and ROQ levels.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> <li>• How to decide whether or not to stock an item in inventory</li> <li>• How to select spare parts for new capital equipment (First-Time-Buy)</li> <li>• How to identify and manage critical spare parts</li> <li>• How to determine the most appropriate re-order point (ROP)</li> <li>• How to determine the most appropriate re-order quantity (ROQ)</li> </ul>