



## The 1st Successful Training Course Of Inventory Planning & Stock Control For Total E&P Yemen

### “ October 23rd - 26th 2010 “



#### TÜV Middle East Introduction

TÜV Middle East is a Member of TÜV NORD Group, the German Inspection, Certification, Training and Consulting Body. TÜV Middle East was originally under the banner of RWTÜV ever since the completion of merger of RWTÜV and TÜV NORD, now we are known as TÜV Middle East, Member of TÜV NORD Group.

TÜV NORD is a pioneer in the field of Industrial Inspection Services, Third Party Inspection, Plant & Equipment Assessment, Management Systems Certification, Health Safety & Environment, Consultancy and Training since 1869.

TÜV Middle East has been started more than 20 years ago in Saudi Arabia and has been prominently present in the Middle East (UAE, Bahrain, Qatar, Kuwait, Oman, Syria and Yemen) for more than two decades and has been servicing the Oil & Gas, Power, Government, Manufacturing, Service and the Private Industry since the founding date.

TÜV Akademi is one of the leading premium training provider in the Middle East. TÜVAkademi provides wide range of standard and custom made trainings to oil & gas, government, manufacturing, finance, information technology, construction & engineering sectors.

Most of the courses are accredited, in association with world renowned universities / education centers, certified, recognized ... etc. These course are delivered by highly competent from the relevant field with theoretical and practical knowledge.

The trainings are offered as public and in-house courses, the courses are delivered in all countries of GCC, Egypt, Malaysia, Morocco, Europe, Yemen... etc

**Here are some of the reasons why your organization should consider providing training for your employees:**

**Its time to get ready for the coming economic upturn!**

• Increased Profitability:  
 There is a clear correlation between providing your employees with the training they need to become more productive and an increase in the company's overall profitability.

• Consistent Quality:  
 Providing employees with up to date training ensures that they will

#### INTRODUCTION

An inventory is a stock or store of goods. Many firms stock hundreds or even thousands of items, ranging from small things like pencils, paperclips, paper, screws, and nuts and bolts to large items like machines, trucks, construction equipment, and airplanes.

Inventories are materials and supplies that a business or institution carries either for sale or to provide inputs or supplies to the production process. All businesses and institutions require inventories. Often they are a substantial part of total assets. Financially, inventories are very important to manufacturing companies. On the balance sheet, they usually represent from 20% to 60% of total assets. As inventories are used, their value is converted into cash, which improves cash flow and return on investment. There is a cost for carrying inventories, which increases operating costs and decreases profits. Good inventory management is essential. Inventory management is responsible for planning and controlling inventory from the raw material stage to the customer. Since inventory either results from production or supports it, the two cannot be managed separately and, therefore, must be coordinated. Inventory must be considered at each of the planning levels and is thus part of production planning, master production scheduling, and material requirements planning. Production planning is concerned with overall inventory, master planning with end items, and material requirements planning with component parts and raw material.

#### Course Description

This four days course is aimed at improving the conduct of inventory planning and stock control, working practices and procedures.

The total operations management of a company or organization, as well as a major area for potential cost reductions, a firm grasp of logistics techniques, terminology, and resources gives supply professionals a strategic advantage in managing the flow of products and services. This program examines how inventory management, stock control, as well as warehousing, handling, and information systems are integrated within the supply chain management process, and how they can be better integrated with other areas of a company - production, sales, finance - in order to deliver significant results.

These activities - logistics, inventory, stocks and warehouse management and physical distribution - are important flow control activities. Regardless of the efficiency with which all preceding activities have been conducted, these activities have major roles in determining the degree to which total customer satisfaction is achieved.



#### Course Objective:

Each participant will learn the importance of Supply Chain Management in general as well as several key components, like logistics, inventory management, stock control and physical distribution in special for different businesses, to obtain the knowledge and skills to be able to plan, organize, execute and control the organization of effective supply management, warehousing and inventory control and management. Course participants should:

- Become aware of current developments in the field of logistics.
- Understand the importance of business logistics in the competitive position of a firm
- Examine techniques and methods of inventory management and stock control
- Learn about the various key components of business logistics
- Explore the inter-relation between logistics and other key activities of a firm

#### Benefits of attending the training

Organizations that invest in training their staff can expect certain benefits. These include:

Training in inventories planning and warehousing can reduce the costs.

Helping new employees to learn their jobs quickly and effectively and to perform to required level in a shorter time.

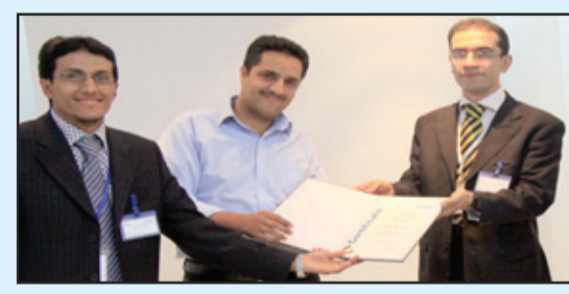
A reduction in staff turnover because employees who have received training are less likely to become frustrated at the lack of training opportunities and will have a higher degree of job satisfaction.

#### Learning Outcomes

- 1- Full understanding of the inventory planning and stock control issues.
- 2- The skill to integrate the management of these issues into an existing inventory planning and stock control, and thereby contribute towards the continual improvement of management system.

#### List of Participants Names:

Name	Company
Mr. Fuad Haider Ali	TOTAL E&P Yemen
Mr. Mohammed Hassan Al-Sharabi	TOTAL E&P Yemen
Mr. Saeed Abdo Al-Zikri	TOTAL E&P Yemen
Mr. Mohammed Adnan M. Al-Qasous	TOTAL E&P Yemen
Mr. Abdullah Salem Al-Kindi	TOTAL E&P Yemen
Mr. Saleh Abdulkader Hussein	Safer Oil Company
Mr. Fuad Ali Asalan	Safer Oil Company
Mr. Anwar Jamal Aljabry	DNO Yemen AS
Mr. Mohamed Abdulla Aljabry	DNO Yemen AS



#### Upcoming Training Courses (November / December 2010 ~ January / February 2011)

- ✓ ISO 9001: 2008 QMS (Quality Management System ) - Lead Auditor Training (IRCA Registered ) 5 Days (24 - 29 November 2010).
- ✓ STI - USA ( Scaffolding Training Institute ) - Scaffold Competent Person / Erector. 5 Days ( 4 - 8 December 2010).
- ✓ NEBOSH IGC- UK ( National Examination Board in Occupational Safety & Health International General Certificate ) 12 Days (12 - 25 December 2010).
- ✓ Site Inspection And safety Audit . 5 Days (11 - 15 December 2010).
- ✓ ISO 14001 EMS (Environmental Management System) - Lead Auditor Training. 5 Days ( 4-8 December 2010)
- ✓ Accident & Incident Investigation Analysis. 5 Days ( 18 - 22 December 2010 ).
- ✓ OHSAS 18001 Occupational Health & Safety Assessment Series Management System - Lead Auditor Training (IRCA Registered ) 5 Days (26 - 30 December 2010)
- ✓ Oil Accounting Training course - 4 Days ( 9 - 11 January 2011)
- ✓ IOSH - UK -Managing Safely (Institution of Occupational Safety & Health) - 5 Days. (15 - 19 January 2011).
- ✓ NEBOSH IGC- UK ( National Examination Board in Occupational Safety & Health International General Certificate ).12 Days ( 15 - 27 January 2011 ).
- ✓ Oil & Gas Production Operations - 5 Days. (23 - 27 January 2011).
- ✓ Inventory Planning & Stock Control - 4 Days ( 29 January -1 February 2011).
- ✓ ISO 14001 EMS (Environmental Management System) - Lead Auditor Training. 5 Days ( 5-9 February 2011).

#### COURSE THAT CAN BE APPLIED AS IN HOUSE TRAINING :

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| ✓ ISO 9001: 2008 QMS (Quality Management System) - Awareness Training - 1 Day | ✓ Basic Construction safety Training - 2 Days | ✓ Development of HSE Plan for Construction - 1 Day | ✓ Emergency Preparedness and Response Procedure - 1 Day | ✓ Advanced Health & Safety Training For Catering Industries - 5 Days . | ✓ Basic food Hygiene Training - 1 Day | ✓ First Aid/CPR - 1 Day | ✓ Basic Fire Fighting & Fire Prevention and Control - 1 Day | ✓ Manual Handling & Ergonomic - 1 Day | ✓ Hand Safety - 1 Day | ✓ Working at Height & Personal Fall Arrest - 1 Day | ✓ Lock-Out/Tag-Out-Control of Hazardous energy (LOTO) - 1 Day | ✓ (H2S) Hydrogen Sulphide Safety - 1 Day | ✓ Waste Management - 1 Day | ✓ Forklift Operating & Safety - 1 Day | ✓ Confined Space Entry - 1 Day | ✓ Hazardous Materials Transportation & Emergency Response - 1 Day | ✓ Rigging and Lifting/Banks man/ Slings - 1 Day | ✓ Crane Safety - 1 Day | ✓ Job Safety Analysis - 1 Day | ✓ Risk Assessment - 2 days | ✓ Permit to work - 1 Day | ✓ Accident Investigation-Basic - 1 Day | ✓ Root Cause Analysis(RCA) - 1 Day | ✓ hazard Observation - 1 Day | ✓ Slips, Trips, and fall/Walking Working Surfaces - 1 Day | ✓ Train the trainer OHSAS 18001-5 days | ✓ Conducting Preliminary Environmental Impact Assessment | ✓ ISO 9001:2008 Implementation & documentation-3 Days | ✓ Fire Fighting Essential Training Course-1 Day | ✓ First Aid Training Course-1 Day | ✓ HR Management-4 days | ✓ Warehouse Management Training-4 Days | ✓ Effective Logistics & Distribution Training-3 Days | ✓ Office Management & effective Administration Skills Training-3 Days | ✓ Personal & Admin Skills Training -5 Days | ✓ Accounts Payable training-3 Days | ✓ Strategic Financial Analysis workshop Training-3 Days | ✓ Material Handling Training-3 Days | ✓ Document Control Training-3 Days | ✓ International Accounting Standards Training-3 Days | ✓ Certified PHA-HAZOP Leader Training-5 Days | ✓ HAZOP-Basic Training- 2 Days | ✓ IOSH(Institute of Occupational Safety & Health) Managing Safely Training- 4 days | ✓ Reciprocating Compressors Training-4 Days | ✓ Aerial Lift Safety & Inspector Certificate Training Course | ✓ Managing Crane Safety Training Course | ✓ Inventory Planning & stock Control Training-4 Days | ✓ Effective Tender Evaluation & Preparation Seminar Training-3 Days | ✓ Document Control Training-3 Days | ✓ Vendor Evaluation Training-3 Days | ✓ Root Cause Failure Analysis Training-2 Days | ✓ NEBOSH UK - International General Certificate - 12 days | ✓ Budget Designing in Oil Companies Training-4 Days | ✓ Oil Accounting Training-4 Days | ✓ Industrial Project Management in Oil & Gas Training-5 Days | ✓ Cost Estimation and Cost Control Training-3 days | ✓ Developing HSE Manual 1 Day | ✓ Site Inspection & Safety Audit Training-5 Days | ✓ Human Resource Accounting (HRA)-4 Days | ✓ Oil Spill Management Training-5 Days | ✓ Scaffolding Inspection & Supervisor Training-5 Days | ✓ Behavior Safety-1 Day | ✓ Chemical Safety-1 Day | ✓ First Aid -1 Day-1 Day | ✓ Confined Space Safety -1 Day | ✓ Accident & Incident Investigation Analysis Training-5 Days |
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