

MAXITSM
SUPPLY CHAIN IMPROVEMENT CHECKLIST

Courtesy of High Performance Concepts, Inc., Atlanta, GA. For information on our complete Supply Chain methodologies and workshops, please call us at 770-859-0161 or visit our website at www.hpcinc.com.

Project _____

Sheet _____ of _____

Company/Unit _____

Date _____

By _____

With _____

PRIMARY GOALS / OBJECTIVES				TARGET PROCESSES OR AREAS											
EXPLORATION/IMPACT RATINGS		REJECTION REASONS		EXPLORE (Vowel Rating)	REJECT (Reason #)	Responsible	Capital Reduction	Responsiveness / Service	Cost, Simplicity, Productivity	Quality	Product & Customer Variety	Sales / Market Growth	IMPACT CODE		
A - Absolutely necessary E - Especially important I - Important potential O - Ordinary potential U - Unimportant X - Reject (show reason)		1 - Done/Underway 2 - Not relevant 3 - Outside scope/Sponsor 4 - Too costly 5 - Too slow 6 - Tried & failed											+ Positive - Negative ~ Neutral ? Unclear		
IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS			
FOCUS	1. Define supply chain goals and mission														
	2. Examine assumed internal supply chain competencies														
	3. Define markets served and customers														
	4. Spin off / divest a division or unit														
	5. Drop or add lines of business or products														
ORGANIZE	6. Outsource entire supply process for certain product groups														
	7. Re-allocate products across facilities or business units														
	8. Dedicate production and/or distribution resources to specific customers/channels														
	9. Dedicate production and/or distribution resources to specific product groups														
	10. Dedicate production and/or distribution resources to specific regions														
	11. Eliminate locations and/or processes														
	12. Change organizational structure														

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS		
MOTIVATE	13. Reassign roles for departments, managers, and/or personnel													
	14. Enhance skill base													
	15. Define performance measures & rewards													
FORECAST & MANAGE DEMAND	16. Begin / stop / improve forecasting													
	17. Outsource / insource order processing													
	18. Centralize / decentralize order processing													
	19. Organize order processing around customers or product groups													
	20. Increase use of electronic commerce with customers (EDI, EFT, Internet, etc.)													
	21. Increase schedule sharing with customers													
	22. Improve systems or integrate w/ customers													

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS		
PLAN & SCHEDULE	23. Centralize planning & scheduling													
	24. Schedule by facility, product group or customer													
	25. Schedule sharing among facilities and with suppliers													
	26. Change scheduling priorities and decision rules													
	27. Improve planning and scheduling systems													
PROCURE	28. Outsource / insource purchase order processing													
	29. Implement pool purchasing with customers & suppliers													
	30. Centralize purchasing for common items													
	31. Decentralize purchasing for unique items													
	32. Implement vendor managed procurement													
	33. Examine priorities of cost vs. quality vs. service for purchased materials													
	34. Reduce / enlarge / improve supplier base													
	35. Develop new suppliers (help them add needed capabilities)													
	36. Improve systems / integrate with suppliers													
	37. Increase schedule sharing with suppliers													

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS		
PROCURE	38. Use electronic routing and approvals													
	39. Increase use of electronic commerce with suppliers (EDI, EFT, Internet, etc.)													
MANAGE INVENTORY	40. Outsource warehousing													
	41. Centralize / decentralize warehousing													
	42. Implement customer managed inventory													
	43. Implement supplier managed inventory 7 MAXiTSM													
	44. Implement supplier ownership of inventory until point of consumption													
	45. Just-In-Time with suppliers and among internal operations													
	46. Expand / reduce / relocate warehouse space													
	47. Redesign warehouse space													
	48. Modernize storage and material handling equipment													
	49. Implement bar coding & automatic data collection													
50. Improve inventory & warehouse management systems / integrate across facilities														

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS		
INBOUND LOGISTICS	51. Outsource inbound transport and management to suppliers or 3rd party													
	52. Integrate with outbound logistics to reduce "dead heading"													
	53. Centralize / decentralize inbound logistics													
	54. Redesign inbound delivery trucks, containers & equipment													
	55. Redesign the receiving facility													
	56. Improve inbound tracking and planning systems													
	57. Change transportation modes (ground, air, etc.)													
PRODUCE	58. Consolidate / decentralize manufacturing facilities													
	59. Organize manufacturing around products, customers or geography													
	60. Bring component manufacturing and/or assembly in house													
	61. Push component manufacturing and/or assembly onto suppliers (outsource)													
	62. Postpone final configuration of product													
	63. Move final assembly / packaging to distribution centers or customer site													
	64. Transfer assembly / packaging tasks to customer or distributor personnel													
	65. Implement JIT & smaller production lots													

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT						COMMENTS		
PRODUCE	66. Initiate or expand a set-up / changeover reduction program													
	67. Improve visibility of production status													
DISTRIBUTE	68. Outsource shipping													
	69. Redesign distribution network (consolidate/decentralize/relocate facilities)													
	70. Move closer to customers and/or suppliers													
	71. Perform all inbound logistics for key customers													
	72. Combine distribution with inbound logistics to reduce "dead heading"													
	73. Implement cross docking													
	74. Use direct shipments / drop shipments													
	75. Redesign outbound shipping vehicles, containers & equipment													
	76. Improve outbound tracking and planning systems													

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DELIVER	77. Outsource delivery														
	78. Restructure delivery routes and assignments														
	79. Combine / decouple delivery and merchandising														
	80. Combine / decouple delivery with invoicing and collections														
	81. Combine / decouple delivery with sales and order processing														
	82. Assume responsibility for stocking customer displays or production lines														
	83. Increase role in managing customer inventories														
	84. Increase / decrease use of consignment														
	85. Change delivery time windows for customers														
	86. Change delivery frequencies														
	87. Increase mobile computing / data entry														
88. Locate facilities near customers															
COMMERCIALIZE	89. Slow down / speed up rate of product introduction														
	90. Increase / decrease manufacturing trial period														
	91. Increase / decrease amount of test marketing														
	92. Create pilot facilities														

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IDEAS - METHODS - APPROACHES				ACTION ?		POTENTIAL IMPACT				COMMENTS			
PRODUCTS & PACKAGES	93. Reduce levels in bill of materials												
	94. Increase commonality of components												
	95. Integrate/eliminate components												
	96. Increase modularity and/or configurability												
	97. Reduce number of options												
	98. Change materials or formulations												
	99. Redesign / reconfigure packaging												
	100. Improve disposability / recycleability												
	101. Improve serviceability												