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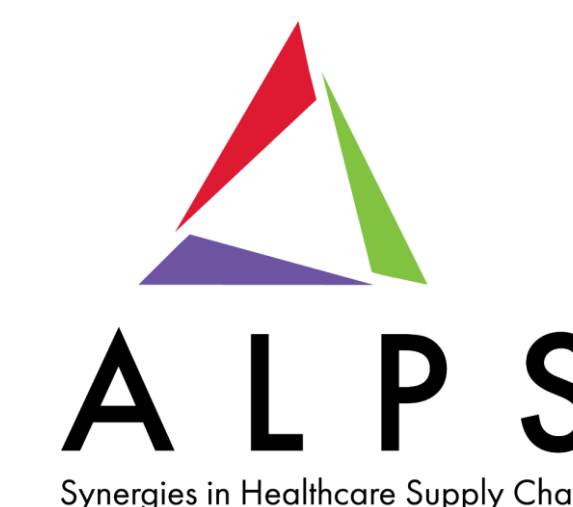
# Optimizing Storage Space and Enhancing Shelf Life Management in CGH SCM Store

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## Introduction

Due to evolving situation of COVID-19, it is essential to keep sufficient supplies within CGH inventory store in preparation for surge.

This lead to increase in quantities and order frequencies, resulting to inadequate storage and maneuvering space in the store.

At the same time, suppliers are delivering stock with multiple expiry dates which add-on to the additional challenges for the staff when they perform picking of goods for issuance as it is more prone to errors.

## Objectives

- To optimize storage space for inventorise goods.
- To reduce errors when practising First Expired First Out (FEFO).

## Methodology

### Space Optimization:

- ❖ Original designated location are not ideal to store the surge quantity.
- ❖ Storage location of such goods are reviewed for optimization. Goods identified are relocated from shelving racks to pallet, vice versa, to ensure maximize utilization of storage area.

Reorganizing of bulky stocks from shelving to pallets



More maneuvering space



Optimized space and reduced clog-up of working area



Less effort required to perform rotation when practicing FEFO



### Revised Delivery Frequencies:

- ❖ With space optimized, we are able to create space for more goods to be brought in at any one time. Thus frequency for delivery can be reduce.
- ❖ Instead of arranging 12 sets of chest drain sets weekly, the delivery schedule was revised to 24 sets bi-monthly.
- ❖ This reduced the chances of receiving vendors' goods with different expiry dates, which will facilitate First Expire First Out (FEFO)

Reducing frequency of deliveries



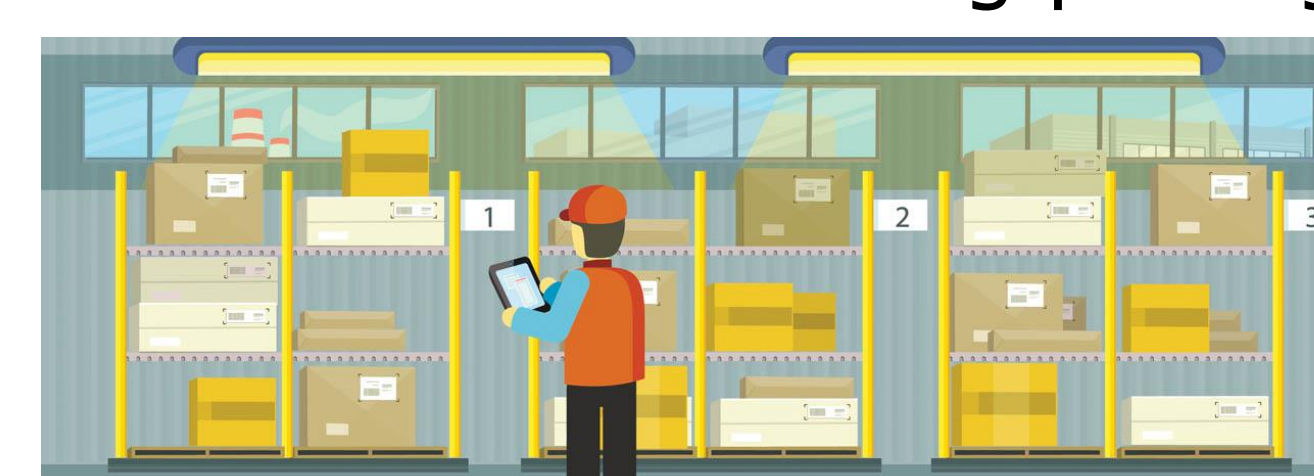
Minimized chance of receiving lots with different expiry dates



Easier rotation for new lots



Reduced errors during picking



## Conclusion

A small change to the work processes make a big difference on the storage space and reinforce the practise of FEFO, thus reducing potential error in issuance.

It enables MMD to use the same amount of resources to cope with the increasing workload and goods.