ChecklistGuro

MRP Planning Parameter Setup Checklist

Lot Sizing Methods

Verify and document the chosen lot sizing methods for each item (e.g., Fixed, Periodic, Minimum/Maximum).

Lot Sizing Method for Item A

- [ ] Fixed
- [ ] Periodic
- [ ] Minimum/Maximum
- [ ] None

Lot Sizing Method for Item B

- [ ] Fixed
- [ ] Periodic
- [ ] Minimum/Maximum
- [ ] None

Minimum Order Quantity (MOQ) for Item C

Enter a number...

Maximum Order Quantity for Item D

Enter a number...

Reason for Choosing Lot Sizing Method for Item E

Write something...

Lead Times

Confirm accuracy of procurement, manufacturing, and inspection lead times for all items.

Procurement Lead Time (Days)

Enter a number...

Manufacturing Lead Time (Days)

Enter a number...

Inspection Lead Time (Days)

Enter a number...

Date Lead Times Last Updated

Enter date...

Notes on Lead Time Variability

Write something...

Lead Time Source (e.g., Supplier, Historical Data)

- [ ] Supplier Quote
- [ ] Historical Data
- [ ] Engineering Estimate

Transit Time (Days)

Enter a number...

Safety Stock Levels

Review and validate safety stock calculations and established levels for each item, considering demand variability and lead time uncertainty.

Item Code

Enter a number...

Current Safety Stock Level

Enter a number...

Calculated Safety Stock Level

Enter a number...

Service Level (%)

Enter a number...

Safety Stock Calculation Method

Write something...

Demand Variability (σ)

Enter a number...

Lead Time Variability (σ)

Enter a number...

Review Period

- [ ] Daily
- [ ] Weekly
- [ ] Monthly

Notes/Justification for Adjustment

Write something...

Planning Horizon

Define and check the appropriate planning horizon to ensure sufficient visibility for material planning and procurement.

Minimum Planning Horizon (Days/Weeks/Months)

Enter a number...

Maximum Planning Horizon (Days/Weeks/Months)

Enter a number...

Planning Horizon Unit

- [ ] Days
- [ ] Weeks
- [ ] Months

Justification for Chosen Horizon

Write something...

Last Review Date of Planning Horizon

Enter date...

Considerations for Future Horizon Extension

Write something...

Scheduling Parameters

Validate scheduling parameters such as capacity planning, finite vs. infinite scheduling, and resource allocation rules.

Finite Scheduling Capacity Factor

Enter a number...

Scheduling Method

- [ ] Forward
- [ ] Backward

Setup Time Multiplier

Enter a number...

Next Capacity Review Date

Enter date...

Constraint Types Applied

- [ ] Resource
- [ ] Time
- [ ] Material

Maximum Work Center Overload (%)

Enter a number...

Work Centers and Routing

Confirm accurate work center definitions, routing sequences, and standard times for manufacturing operations.

Work Center Code

Write something...

Work Center Description

Write something...

Standard Labor Hours per Unit

Enter a number...

Setup Time (Minutes)

Enter a number...

Machine Capacity (Units per Hour)

Enter a number...

Routing Type (e.g., Assembly, Fabrication)

- [ ] Assembly
- [ ] Fabrication
- [ ] Machining
- [ ] Finishing

Required Resources

- [ ] Labor
- [ ] Machine
- [ ] Tools

Item Master Data Integration

Ensure proper integration and synchronization of item master data with the MRP system.

Data Source System

- [ ] ERP System
- [ ] CRM System
- [ ] Spreadsheet
- [ ] Other

Record Count Mismatch Threshold

Enter a number...

Data Mapping Document Link

Write something...

Last Data Synchronization Date

Enter date...

Synchronization Method

- [ ] Real-time
- [ ] Scheduled Batch
- [ ] Manual

Error Logs Review Notes

Write something...

BOM (Bill of Materials) Accuracy

Verify the accuracy and completeness of BOMs for all manufactured items.

BOM Description Review Notes

Write something...

Effective Date (YYYYMMDD)

Enter a number...

BOM Status (Active, Inactive, Draft)

- [ ] Active
- [ ] Inactive
- [ ] Draft

Quantity per Assembly

Enter a number...

BOM Version

Attach Approved BOM Document

Upload File

Unit of Measure (UOM)

Confirm consistency and accuracy of UOMs throughout the system.

Default UOM for Item X

- [ ] Each
- [ ] Pound
- [ ] Kilogram
- [ ] Box
- [ ] Roll

Conversion Factor (Base UOM to Secondary UOM)

Enter a number...

Base Unit of Measure for Item Y

- [ ] Feet
- [ ] Meters
- [ ] Inches

Notes on UOM Consistency

Write something...

UOM Rounding Rules

- [ ] Rounding to Nearest Whole Number
- [ ] No Rounding

Planning Types and Strategies

Review and validate planning types and strategies assigned to each item (e.g., Make-to-Stock, Make-to-Order, Engineer-to-Order).

Planning Type

- [ ] Make-to-Stock (MTS)
- [ ] Make-to-Order (MTO)
- [ ] Engineer-to-Order (ETO)
- [ ] Assemble-to-Order (ATO)

Planning Horizon (Weeks)

Enter a number...

Planning Strategies Applied

- [ ] Demand Forecasting
- [ ] Capacity Planning
- [ ] Rough-Cut Capacity Planning

Strategy Justification

Write something...

Strategy Implementation Date

Enter date...