

DDYJ hosts Inventory Distribution Training Workshop

By Jessica Roman, DDC Public Affairs

Defense Distribution Depot Yokosuka, Japan, or DDYJ, recently hosted an Inventory Distribution Training Workshop. Inventory Distribution Training aims to help distribution centers accomplish their inventory goals and to improve their inventory programs.

This onsite workshop provided attendees a chance to interact face-to-face with personnel from all six of Defense Distribution Center, or DDC, Asia and Pacific sites, including Defense Distribution Depot Pearl Harbor, Hawaii, Defense Distribution Depot Korea, Defense Distribution Depot Guam, Marianas, DDYJ, DDYJ's Okinawa Detachment, and DDYJ's Sasebo Detachment. Two DDC instructors, Mike Endres and Emily Moore, provided instruction for the

classroom and the computer hands-on portions of the workshop.

By bringing multiple distribution centers together for training, it allows for deeper discussions and interactions. "Inventory is a vital role in warehousing, and by providing face-to-face training, we can clear up any questions employees may have with their particular inventory program," said Moore.

Topics for the week-long workshop included Location Surveys, Conducting the Physical Count, Inventory Workload, and Causative Research, among others.

Location Surveys are a high priority requirement to maintain accurate asset information. Location survey is the physical verification of assets that are in location and listed on the recorded locator data file contained in the Distribution Standard System, DDC's distribution and warehouse management system.

Inventory requests are received by DDC from many different places. The Conducting the Physical Count topic includes discussion on how to prioritize this workload, retrieve daily workload, and how to perform accurate physical counts in radio frequency and non-radio frequency environments.

Department of Defense and Defense Logistics Agency govern prioritization of Inventory Workload. Employees in the Inventory Distribution Training Workshop had the opportunity to discuss the differences between scheduled and unscheduled workload, how to prioritize workload, and how to schedule and monitor workload to meet Military Standard Transaction Reporting and Accounting Procedures requirements.

Causative research is the tool that DDC uses to investigate any inventory errors that may occur, resolve any discrepancies, and correct the error from being repeated in the future. By using causative research, DDC can improve stewardship in the future by being good custodians of DDC resources.

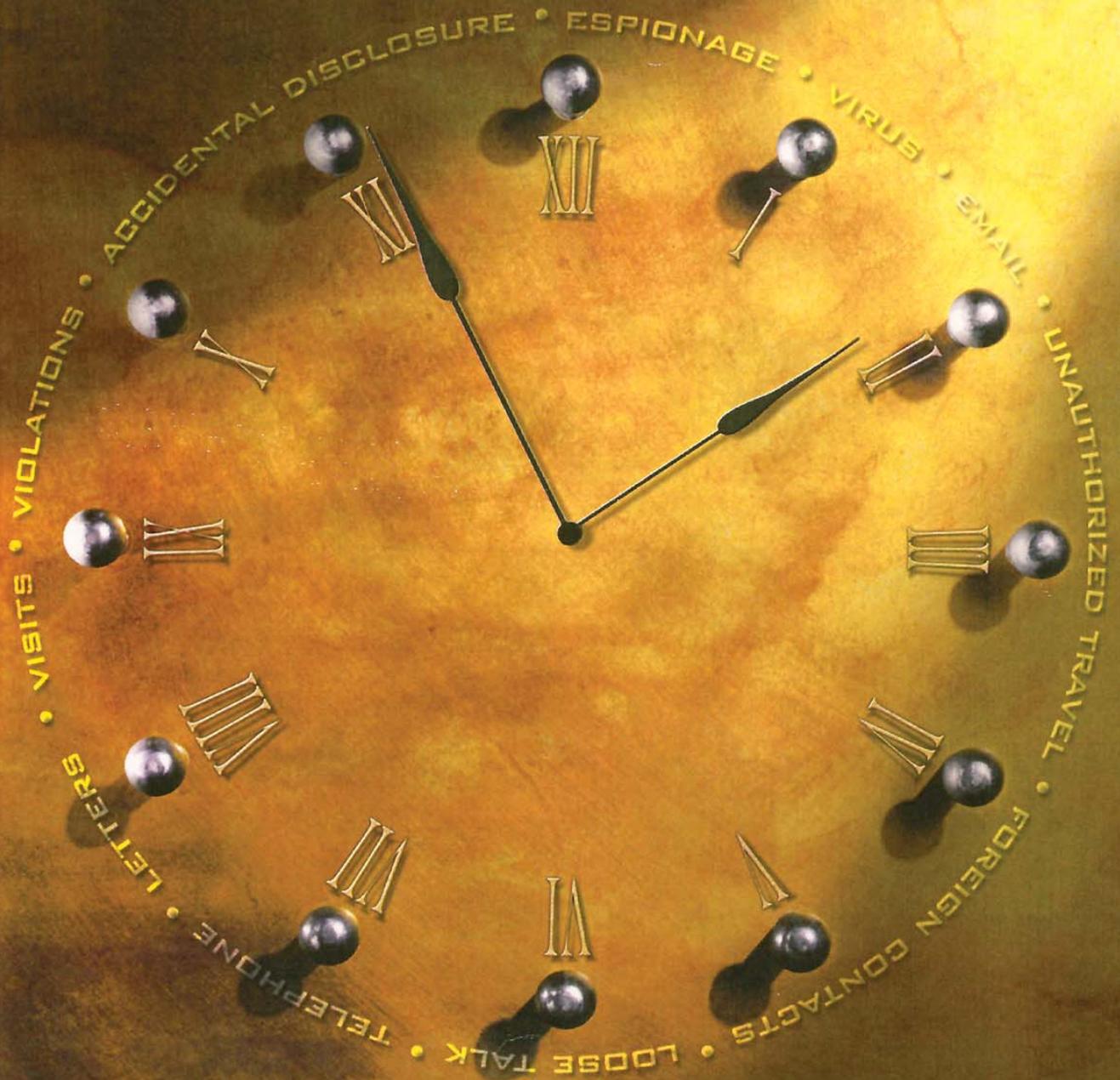
The agenda for the week-long workshop also included a tour of DDYJ, an Asia and Pacific Accountable Officers Forum, briefs from DDYJ's operational directors, and one-on-one meetings covering additional topics.

"This workshop was an excellent chance to bring multiple distribution centers together to discuss how they operate their inventory programs. This gives all of the distribution centers a chance to learn from each other, and implement new ideas in the workplace," said Endres.



Defense Distribution Center supply management specialist Emily Moore leads a Defense Distribution Depot Yokosuka, Japan hosted Inventory Distribution Training Workshop.

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