



### Workshop on Inventory Management Masterclass

May 18 – 22, 2026, 1<sup>st</sup> Run: Lagos & Abuja

November 9 – 13, 2026, 2<sup>nd</sup> Run: Lagos & Port Harcourt

**For Tutor -Led Class:** 9am – 4:30pm

**Workshop fee:** Lagos: N350, 000,

Abuja / Port Harcourt: N400, 000 per Participant

**Delivery Mode:** In-person / Live Virtual / Hybrid

**Online course fee:** N300, 000 per Participant

**Available for In-plant Training**

**700 U\$D for foreign  
Participants**

#### Program Overview:

Inventory management is both operation and business management that plans and controls materials/inventories. The objective of inventory management is to support the overall goals of the company. Inventory is an asset, however, if inventory is not properly managed, it can become a business liability.

This workshop is designed to equip participants with up-to-date techniques of managing their organization's material stocks and help their organizations improve on their capacity, schedule production and apply world best practices in inventory management.

#### For whom:

Supply chain Managers, Materials Managers, Inventory Managers, Store Managers, Operations Managers, Production Managers Distribution Managers /Logistics Managers

#### Learning Objectives:

At the end of the program, participants will be able to:

- recognize the strategic value of systematic inventory management;
- identify the primary functions of inventory management, types and systems;
- identify the positive impact of developing a sound knowledge of inventory financial management;
- identify the goals of implementing an effective warehousing strategy and activities; and
- apply world best practices in inventory management.

#### Course Outline:

##### Day 1: Inventory Management and its functions

- What is Inventory
- Inventory types,
- Inventory systems etc.

##### Inventory Levels

- Max, Min, Re-order, Hastening
- ABC model
- JIT/JIC
- MRP 1 and MRP 11
- Computerized stock level

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

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## Day 2: Inventory Planning and Control

- Types of inventory or Classes of Inventory
- Inventory Planning and Control –
- Stock Replenishment – provisioning, Stock Levels, Two Bin System etc.
- Stock Control Models - MRP 1, MRP 11, ABC, JIT/JIC, etc.

## Day3: Inventory and Financial Management

- Materials Costing:
  - Cost Pricing,
  - Market Pricing,
  - Average Pricing,
  - Standard Pricing etc.
- Stocktaking:
  - Periodic, continuous,
  - Spot checking
- Effective documentation of every activity

## Day 4: Inventory Handling

- Goods receiving procedures
- Issuing Methodology – FIFO, LIFO etc.
- Dispatch/Distribution procedures
- Materials handling Techniques
- Procedures for Handling of shortages, returns/reverse, damages etc.

## Day 5: Warehousing Management

- Types and their Activities
- Basic warehousing functions
- Warehousing Contributions to Profitability
  - Warehouse goals
  - Warehouse strategies
  - Warehouse Key Performance Areas
  - Savings in Warehouse Activities

### LOCATIONS

- 1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogbia, Industrial Scheme, Ikeja, Lagos, Nigeria
- 2 – FAB By Toprank Hotel, Opposite Old Federal Secretariat Area 1, Garki, Abuja.
- 3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

### Open Course Fee: N350, 000

In-plant Fee Negotiable

### WORKSHOP FEE:

**Workshop fee: Lagos:** N350, 000,

**Abuja / Port Harcourt:** N400, 000 per Participant, VAT-N30,00

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

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**234-9112830607**

## Training Methodology

Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teaching/learning methods.

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