



UNITED REPUBLIC OF TANZANIA

MINISTRY OF FINANCE



PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD

PUBLIC NOTICE

WORKSHOP ON INVENTORY CONTROL AND WAREHOUSING MANAGEMENT.

VENUE: DODOMA

DATES: 22ND APRIL TO 26TH APRIL, 2024

1. Workshop outcomes

Participants will be able to demonstrate capacity to manage inventory and warehouse using modern systems.

2. Who should attend?

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| (a) Procurement and supply professionals | (g) Auditors |
| (b) Warehouse managers | (h) Accountants |
| (c) Stock Controllers | (i) Administrative officers |
| (d) Asset management practitioners | (j) Engineers |
| (e) Heads of department | (k) Planning Officers |
| (f) Members of the tender Board | (l) Any interested individuals from public and private sector. |

3. Workshop Contents

- (a) Overview of inventory warehouse management
- (b) Inventory and the supply chain
- (c) Key components to effective inventory control
- (d) Inventory mechanisms and systems
- (e) Establishing stock control
- (f) Understanding inventory strategies.
- (g) Stock taking and verification
- (h) Accounting for inventory

- (i) Record keeping in inventory management
- (j) Inventory and stock control management: Challenges and intervention strategies.

4. Course fee:

Tshs. 800,000/= per participant to cover participation fee, training materials, standard tea and lunch. Please, confirm your participation before or on **20th April, 2024** through emails and mobile numbers.

5. Application:

Apply online for this **EVENT** via **PSPTB Online Registration System (ORS)**.

Click this link <https://registration.psptb.go.tz/> to register.

NB:

- (a) All participants should come with LAPTOPS.
- (b) Participation fee should be paid in advance.

FOR FURTHER DETAILS,

CONTACT:

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