



PUBLIC NOTICE

WORKSHOP ON UNDERSTANDING INVENTORY AND WAREHOUSING MANAGEMENT: RISKS AND MITIGATION STRATEGIES.

VENUE: MWANZA

DATES: 02ND TO 06TH FEBRUARY, 2026

1. Workshop outcomes

Participants will be applying knowledge and skills of inventory and warehouse management to manage stocks in business operations.

2. Who should attend?

- (a) Procurement, supply chain, warehouse, inventory, contract, logistics and transport, asset management (Directors, Managers, Officers, and Assistants.)
- (b) Tender Board Members
- (c) Tender Evaluation Committees
- (d) Auditors, Lawyers, Accountants, Engineers, Planners, Human Resource and Administrative officers

3. Workshop Contents

- (a) Overview of inventory and warehouse management
- (b) Inventory classification strategies Inventory control procedures.
- (c) Codification and standardization of inventory
- (d) Valuation of inventory
- (e) Recording and records management
- (f) Inventory management risks

- (g) ISO standards and warehouse activities
- (h) Strategic decision for Warehouse location, layout and facilities planning
- (i) Storage facilities and material handling equipment
- (j) Stock taking and verification.
- (k) Application of Inventory and warehouse management information systems
- (l) Performance evaluation of Inventory control and warehouse activities
- (m) Code of ethics and conduct in inventory and warehouse management

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 **30th January, 2026** 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:

Executive Director,

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