

SUPPLY CHAIN · FREE GUIDE 06

The 60-Point SCM Audit Checklist

The same lens I use in paid audits — inbound to last mile. Score yourself honestly: every 'no' is either a cost leak or a service risk.

Inbound & receiving (10)

- Appointment scheduling exists and is actually enforced
- Dock-to-stock time is measured in hours, not vibes
- ASN compliance tracked per vendor with consequences
- Receiving discrepancies logged same-day with photo proof
- QC sampling plan matches SKU risk, not habit
- Putaway rules are system-directed, not tribal knowledge
- Cross-dock candidates identified and actually cross-docked
- Vehicle detention hours tracked and billed/escalated
- Inbound forecast shared with the warehouse a week ahead
- Returns receiving runs on a separate, measured lane

Inventory & storage (10)

- Cycle counting runs daily; wall-to-wall is a last resort
- Inventory accuracy $\geq 98.5\%$ at location level, not just SKU level
- ABC slotting refreshed at least quarterly
- Aging/expiry (FEFO) enforced by system, exceptions reported
- Damaged/blocked stock has an owner and a weekly burn-down
- Space utilisation measured in cube, not floor eyeball
- Shrinkage investigated by pattern, not just written off
- Batch/lot traceability demonstrable in under 15 minutes
- Slow movers have an exit plan (liquidate/return/bundle)
- Safety stock levels recalculated from actual variability

Industry example — A dark-store network lifted inventory accuracy from 93% to 98.8% in six weeks — most of it from cycle-count discipline and location-level ownership.

Outbound, transport & last mile (10)

- Pick productivity (UPH) tracked per person per process path
- Order-to-dispatch SLA measured against promise, per slot
- Load utilisation per trip $\geq 85\%$ or route consolidation reviewed
- Carrier scorecards drive allocation, not relationships alone
- Freight invoices audited against contracted rate cards
- Delivery success rate split by failure reason, weekly
- Rider/fleet attrition tracked with cohort analysis
- COD/cash reconciliation closes within 24 hours
- Returns pickup SLA measured like a forward order
- Network design reviewed yearly against demand drift

Planning, people & systems (bonus 10 in the full audit)

- Forecast accuracy (MAPE) reviewed monthly with planners present
- S&OP; happens monthly with sign-off, not a slide ritual
- One number for demand — sales, finance, ops on the same sheet
- Manpower rosters built from volume forecasts, not last week's copy
- Every KPI on the wall has an owner and a threshold that triggers action

Want this implemented, not just downloaded?

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