

Recommendations for Consumption Planning

Objective

The purpose of this document is to provide actionable recommendations to optimize resource consumption and ensure efficient utilization over the upcoming planning period.

1. Summary of Current Consumption

- Total consumption in the last period: 2,500 units
- Average monthly usage: 625 units
- Current inventory: 900 units

2. Forecasted Demand

1. Expected increase in demand: 10% for the next quarter
2. Special events or projects: None anticipated
3. Seasonal adjustments: Higher consumption expected from June to August

3. Recommendations

- **Adjust Ordering Frequency:** Shift to bi-weekly orders to better align with usage trends and avoid overstocking.
- **Set Consumption Targets:** Maintain monthly usage within 650–700 units by monitoring and reviewing weekly consumption data.
- **Implement Usage Audits:** Conduct monthly audits to identify potential waste and optimize consumption behaviors.
- **Monitor Critical Thresholds:** Trigger replenishment orders when stock reaches 300 units to prevent shortages.
- **Review Supplier Performance:** Assess supplier delivery timelines and reliability quarterly to ensure uninterrupted supply.

4. Monitoring & Review

Track consumption patterns, compare actual usage to forecasts, and revise recommendations on a quarterly basis for continuous improvement.

Important Notes

- This document is based on historical consumption and forecasted data; actual needs may vary.
- Regular reviews and updates are essential to maintain relevance and effectiveness.
- Stakeholder input and feedback should be integrated before implementation.
- Unexpected factors (such as supply chain disruptions) can impact recommended plans.