MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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EFFECTIVE MATERIAL CATALOGUING MANAGEMENT

"Standardizing Material Master Data for Operational Efficiency and Inventory Accuracy"

Schedule

Date	Venue	Fees
26 – 27 Feb 2026	Kuala Lumpur, Malaysia	USD 1995 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Accurate and standardized material cataloguing is the foundation for effective inventory control, procurement, maintenance, and data governance. Inconsistent or duplicate catalog data leads to poor visibility, overstocking, procurement delays, and operational inefficiencies.

This two-day intensive course provides participants with the knowledge and tools to develop and manage structured, standardized, and reliable material master data. Delegates will gain practical skills in material identification, classification, codification, and governance aligned with international standards such as UNSPSC and ISO 8000.

Objectives

By the end of this course, participants will be able to:

- Understand the role and impact of material cataloguing in the supply chain lifecycle
- Apply best practices in creating, cleansing, and standardizing material master records
- Classify materials using international coding systems (e.g., UNSPSC, ISO)
- Establish cataloguing governance policies and maintenance procedures
- Eliminate data duplication and improve item visibility across systems

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Why Attend

- Learn structured methods for standardizing and enriching material data
- Improve data quality for better procurement, inventory, and maintenance decisions
- Reduce duplication and enhance catalog visibility across departments and ERP systems
- Align cataloguing practices with international data standards
- Increase operational efficiency and data-driven decision-making

Target Audience

This program is designed for:

- Materials and inventory management professionals
- Supply chain and procurement officers
- ERP data administrators and master data specialists
- Maintenance, Repair & Operations (MRO) teams
- Plant engineers and warehouse supervisors

Individual Benefits

Key competencies that will be developed include:

- Ability to classify, describe, and codify materials using standard templates
- Enhanced skills in cataloguing governance and master data quality control
- Practical experience in cleansing and enriching material records
- Understanding of ERP and CMMS integration challenges with cataloguing
- Knowledge of material dictionary structures and taxonomies

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved inventory accuracy and item traceability
- Standardized descriptions enabling smoother procurement and warehouse operations
- Reduced inventory costs due to elimination of duplicate stock items
- Enhanced efficiency in ERP/CMMS material management processes
- Reliable data for better demand forecasting and supply planning

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Overview of cataloguing principles, standards, and governance
- Case Studies – Real-world examples of material master failures and improvements
- Workshops – Hands-on exercises in item classification, description, and cleansing
- Peer Exchange – Group discussions on ERP challenges and cataloging solutions
- Tools – Templates for material data entry, governance policies, and cleansing checklists

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Course Outline

DETAILED 2-DAY COURSE OUTLINE

Training Hours: 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Fundamentals of Material Cataloguing

- Module 1: Introduction to Material Cataloguing (07:30 – 09:30) • Importance of accurate and standardized material master data • Common challenges in material cataloguing and their consequences • Overview of international cataloguing standards (e.g., UNSPSC, ISO 8000)
- Module 2: Material Identification & Description (09:45 – 11:15) • Building standard item descriptions using noun-modifier templates • Understanding essential vs. non-essential attributes • Creating a cataloguing dictionary
- Module 3: Material Classification and Codification (11:30 – 01:00) • Classification systems and hierarchy structures • Applying standardized codes and catalog structures • Avoiding ambiguity and duplication in item records
- Module 4: Workshop – Item Description and Classification (02:00 – 03:30) • Practice session: Writing standard descriptions for sample items • Assigning classifications and codes to case items

Day 2: Data Governance, Cleansing and Maintenance

- Module 1: Master Data Quality and Cleansing (07:30 – 09:30) • Identifying and correcting duplicate or obsolete records • Material data audit techniques • Cleansing legacy catalog data and system migration
- Module 2: Governance and Data Ownership (09:45 – 11:15) • Establishing cataloguing policies and procedures • Defining roles, responsibilities, and data stewardship • Approval workflows and change control
- Module 3: Cataloguing in ERP/CMMS Environments (11:30 – 01:00) • Integration with SAP, Oracle, Maximo, and other systems • Data synchronization and standardization across platforms • Managing catalog consistency across departments and locations
- Module 4: Final Workshop and Action Planning (02:00 – 03:30) • Developing a cataloguing improvement plan • Peer feedback and group presentation • Summary and Q&A

Certification

Participants will receive a Certificate of Completion in Effective Material Cataloguing Management, validating their expertise in implementing best practices for standardized material data, cataloging governance, and inventory master accuracy.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

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