# OPERATION PROCEDURES OF 3PL WAREHOUSE: AN EXPLORATORY STUDY

## <sup>1</sup>GUDURU VAMSI KRISHNA, <sup>2</sup>J. SANKAR, Assistant Professor

1,2 MBA, Saveetha School of Management, Chennai, Tamil Nadu

### **ABSTRACT**

This paper details the operation procedures of third party logistics warehouse. Third party logistics warehouses have adopted many operation procedures, most of them are common. This study identifies that some innovative procedures have been implemented in third party logistics warehouse. Fifteen operation procedures have implemented in the warehouse. This paper details the fifteen procedures. Researcher collected information through observation and interview with the employees.

Keyword: Third party logistics; Warehouse; 3PL; Logistics.

### INTRODUCTION

Logistics is the process of managing the flow of resources from the point of origin to the point of consumption in order to meet some requirements, if customers or corporations. The resources in logistics can include physical items, such as food, materials, equipment, liquids. The logistics of physical items usually involves the integration of information flow, material handling, packaging, inventory, transportation, warehousing, and other. The complexity of logistics can be modeled, analyzed, visualized, and optimized by dedicated simulation software.

### STANDARD OPERATION PROCEDURES IN LOGISTICS

**Pickup requests:** Schedule a free Package Pickup and we'll come get your shipment during regular delivery. To schedule multiple pickups or to request pickup during a specific window of time. Loading the goods at the location of the customer and filling the documents and verifying the documents check the goods whether the goods are movable stage.

**Pickup Preparation:** Before entering into the customer location the preparation done by the transporter for the pick.(ex goods)is consider as pickup preparation. First checks the vehicle condition. They are three kinds of test

- Light test
- Floor Test
- Vehicle Condition

**Pick up at customer location:** You can use the ship-for-pickup option in the Order Broker Integration to send the merchandise for an order to a designated store, where the customer can pick it up. The Order Broker integration facilitates communication between Order Management System and the designated store location, so the store receives notification that the order is in transit, and sends notification back to Order Management System after the merchandise is received and when the customer picks up the order.

**Pick Up Plan Completion:** Based on the route map they will go and pickup the material at each and every pick up point before reaching the destination they will give the completion of pick up details.

Receiving Of Operation Unit (OU) At Client Location: Based on the client Requirements they will procedures for operations.

- The time of Pick Up
- Mode of delivery
- Delivery location
- Delivery Time

Quality Control: Quality control (QC) is a procedure or set of procedures intended to ensure that a transportation of product service adheres to a defined set of quality criteria or meets the requirements of the client or customer.

Stacking and stocking: When we think of the safety issues associated with warehouses, many of us tend to think about the hazards involved in using equipment like forklifts or the dangers of lifting heavy materials. While these issues do pose significant threats, the way materials are actually stored in the warehouse can also impact everyone's safety. If stacked incorrectly, products, raw materials and other supplies can fall and cause injuries like cuts and bruises or even more serious injuries related to crushing and pinning. Employers need to make sure warehouse workers follow a set of standards for the storage of materials to avoid these accidents. In this post we will examine various types of hazards related to stacking and storing and how to prevent accidents, as well as tips for labelling storage areas in warehouses.

**Loaded Vehicle Dispatch:** Transport strategy depends, not only on the needs within the organization, but varies from organization to organization and from situation to situation. Dispatching of loaded vehicle from origin processing center to destination processing center is known as loaded vehicle dispatch.

**Loaded Vehicle** – **Unloading at Processing Center:** When loaded vehicle reached to processing center they will unload the vehicle and according to the standard processer they will arrange the products .according to the destination of the product we have to arrange.

Loading Vehicle To Origin Processing Center: According to the destination of product they will load the product and they will scan the barcode they will arrange the route map according to the destination of product they will load the vehicle in certain patterns like (first in last out) and (last in first out).

Unloading Vehicle at Destination Processing center: After reaching the vehicle to destination we are going to unload the goods through the different kind of instruments and arrange those according to the destination.

- In those process we are going to do the document verification.
- Scanning of barcodes, checking of Eway bills.
- Finding is there any damages.
- Classified the product according to the destination.

**Dispatching Vehicle Loading (Destination Processing Center and Branch):** Transporting a vehicle all starts with dispatching. When you hire a transport broker, their main goal is to find a carrier to have your goods dispatched via a carrier as soon as possible. In order to better understand how the goods transportation works, you need to have a thorough understanding of how vehicles are dispatched.

**Branch / Processing Center to Warehouse:** Sending the product reached to the destination into a company warehouse.

**Proof on Delivery (Pod) Upload:** Pod is the document which will travel along with goods till goods reached to the destination. It contains the data related to the destination, product, customer, consignor, and consignee.

**DEPS** (Damage, Excess, Pilferage and Shortage): Damage -it is in the sense finding the stage if goods and comparing it with actual position. Excess- finding the count/quantity of the goods. Pilferage-(theft) observing that is there any theft. Shortage-without missing of goods we need to deliver.

#### **CONCLUSION**

Operation procedures are significant components of the knowledge base of every expert system resolving material handling selection problem. The speed of the flow of material across the supply chain is depending upon the material handling equipment and the sophistication in the system. The material handling system is designed every processes of the warehouse in logistics operation. The efficiency of material handling enhances the performance level of the warehouse. The investment in the material handling system will be crucial to attain competitive advantage in logistics industry. There is an opportunity for labour reduction and enhancing productivity by employing advanced technology in material handling. A good material handling system will improve the speed and throughput of material movement through the supply chain.

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