

	Definition	Source	Target
Warehouse utilisation (%)	What part of the available storage space is actually utilised?	Warehouse map Stock volume information	If <70%, warehouse is being under-utilized
Stock accuracy (%)	What part of the stock is accounted for correctly after stock takes?	Stock take report	100%
Order preparation lead time (days)	Number of days from approved request to despatch of items	Requisitions Waybills	To be agreed locally
Loading / offloading lead time (hours)	Number of hours to load or offload consignments	Visitors' book	To be agreed locally
Claims against deliveries (units)	How many claims have been raised on shipments dispatched from the warehouse?	Waybills Claims forms	To be agreed locally