

Detailed Material Management Tasks

The detailed tasks of Material management onsite will be executed by the Field Materials Controller. He will coordinate and track all material flow to site and its off take. His main coordination link is to the procurement and expediting teams and their logistic partners.

The detailed tasks are:

- The timely delivery of all equipment, modules, and materials to site
- The in-time arrival and delivery of all required construction material from laydown areas or offsite fabrication shops in alignment with level 4 work tasks according to schedule
- The qualified and correct information input into the construction report
- Providing early information on
- shipping dates, any variation of delivery dates, splits, shortages of supplies, destination changes and inspector/expeditor remarks
- The receipt and release of all materials to the site works
- Specific activities, which include
 - receiving inspections
 - delivery documentation control
 - inventory controls
 - preparation of material receiving reports
 - preparation of Overage /Shortage
 - Damage reports
 - Initiation of back charges if required
 - Assessment of any material delay impact and initiate remedial action