

Inventory Management

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Inventory Management

- What is Inventory?
- Definition of Inventory - A complete list of items such as goods in stock or the contents of the Laboratory.
- Inventory plays major role in smooth running of a Lab - Without an inventory Lab cannot work
- Good Inventory Management is the good feature of the Lab.

Inventory Management

- Why do we need an Inventory?
- Kitchen - Food Service
- Multiple items - Chemical, biological reagents
Perishable
- Uninterrupted service to the patients from the
diagnostic Laboratory

Inventory Management

- A senior person - Lab Manager - Lab In charge
- Lab Supervisor

Running the Lab or Managing the show

- Buffer between the Administration (Budget) and
the Lab Staff (Lab atmosphere)

Inventory Management

- Inventory is required for each and every item used in the Lab.
- Inventory starts the day you think of having some material - equipment for the Lab.
- **Indenting the materials and Managing the stock.**
- It's a continuous process.

Contents of Inventory

- Date of Indent, Indent #, Item Code, Description of Item, Catalogue #, Quantity required, Date of delivery, Date of usage and the Balance Qty in stock.
- Day to Day updating is a good practice.
- Periodical Verification - Weekly or Monthly basis

Inventory Management

- Cost per Test - Profit Margin is decided by the individuals - Preparation of budget Proposals and projection of the Annual requirement
- Stand alone Lab - Less expensive
- Corporate Lab - Expensive
- Teaching Institution and Hospitals - Different Categories of Payment + Free Service - Cost to Cost

Inventory Management

Indent - Purchase - Stores :

- Small Labs - Stand alone Lab - Just a phone Call
- Corporate Labs - Policies and Rate Contract
Within few days
- Govt. Institutions and Large Hospitals -
Channelized procedure to get the Materials /
Reagents .
- Takes several weeks to few months.

Inventory Management

How do we get the Materials ?

- Lab Indent - Stock items (Consumables stationary, Soaps etc)
- Non stock Items - Antibody - (RC USD, NRC USD, RC INR, NRC INR)
- Stores
- Purchase Dept. - If it is not in Rate Contract - Tender - Comparison - Approval from User

- Accounts
- Pre Audit
- Joint Controller of Accounts
- Chief Administrative Officer
- Approval / Sanction by the Director of Institute / Hospital

Inventory Management

Contd...

- Placement of the Order to the Vendor
- Delivery - Stock Items - Instantly - Few Days
- Non stock items - delivery - App. 2 -3 months from the date of Indent.
- Payment is made 15 days after the delivery of consignment

Inventory Management

Delivery Note :

- At the time of delivery

Materials supplied and the documentation

Appropriate shipping conditions

Storing conditions on arrival (Biological - Abs., Media etc.

Perishable items – Refrigerator 2-8 C, Freezer , Room Temp. Desired Conditions)

Quantity -

Lot Number / Batch Number

Expiry date -

FACS FLOW Sheath Fluid

CAT #: 342 003

20 L PACK

Date of Arrival : September 13 2013 (12)

LOT # : 12352090023

Expiry Date : Jan 2016

1

2

3

4

5

6

7

8

9

10

11

12

FACS FLOW Sheath Fluid

CAT #: 342 003

20 L PACK

Date of Arrival : September 13 2013 (12)

LOT # : 12352090023

Expiry Date : Jan 2016

X 3/10/13

X 18/10/13

3

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FACS FLOW Sheath Fluid

CAT #: 342 003

20 L PACK

Date of Arrival : September 13 2013 (12)

LOT # : 12352090023

Expiry Date : Jan 2016

1

2

3

4

5

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7

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9

10

X 18/10/13

X 3/10/13

FALCON TUBES

CAT #: 352 054

1000 x 5 BOXES

Date of Arrival : July 10, 2013 (10)

LOT # : 2321514

Expiry Date : 30/11/2017

P 1

P 2

P3

P4

P5

P 6

P 7

P8

P9

P10

Colour Cartridges for FACS Canto II

HP - Color Laser Jet - CP 1215

Cartridge : Stock as on **Oct 09, 2013** (20)

Easier Number HP 125 A

Sr.#	Color	Cart. #	Cart. #	Cart. #	Cart. #	
1	B L A C K	R-B1	R-B2	R-B3	x	
	Cat. # CB 125 A	Q B1	Q B2	X	x	
2	C Y A N	R-C1	R-C2	R-C3	x	
	Cat. # CC 125 A	Q C1	Q C2	X		
3	M A G E N T A	R-M1	R-M2	R-M3	x	
	Cat. # CM 125 A	Q M1	Q M2	X		
4	Y E L L O W	R-Y1	R-Y2	R-Y3	x	
	Cat. # CY 125 A	Q Y1	Q Y2	X		

Antibody - Stock - Inventory - 2013

Sr #.	Item Description	Fluorochrome	Clone	Catalouge #	Manufacturer	Batch #	Exp. Date	Vial #	Box #	Location	Remarks
1	CD 7 Monoclonal Ab 100 T	FITC	M-T 701	555 360	BD Pharmingen	316 1582	31.03.2019	A1	1 of 17	Ref # 4 727	
2	CD 7 Monoclonal Ab 100 T	PE	M-T701	555 361	BD Pharmingen	315 1935	31.12.2018	A1	3 of 17	Ref # 4 727	
2a	CD 7 Monoclonal Ab 100 T	PE	MT701	340 581	BDIS	318 6591	31.08.2014	B1 B2 B3	3 of 17	Ref # 4 727	
3	CD 7 Monoclonal Ab 50 T	APC	MT701	561 604	BD Pharmingen	3130632	31.10.15	A1	9 of 17	Ref # 4 727	

8 Color Ab Status November , 2013

F I T C

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Refrigerator No.	
12	CD 52	316 004	B 166 550	HI 186	Research Biolegend	A1	A2	A3	A4	A5	<div style="border: 2px solid red; border-radius: 50%; padding: 10px; display: inline-block;"> 2 of 17 Ref. # 4 Room # 727 </div>		
13	CD 71	555 536	233 550	M-A712	31.08.17	A1	X						
14	CD 72	555 918	320 7882	J4-117	28.02.15	A1	X						
			41710		28.02.15	A2	A3	X					
15	CD 81	551 108	308 1898	JS-81	28.02.19	A1	A2	X					
16	CXCR5	558 112	304 6925	RF 8B2	31.01.15	A1	X						
17	Kappa	555 791	310 2854	G20-19	31.05.17	A1	A2	A3	A4	X			
17a	Kappa	F0434	92972	Polyclonal	31.03.16	D A1	D A2	D A3	D A4	D A5			

8 Color Ab Status November , 2013

A P C - H 7

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.
2	CD 45	641 399	319 7644	2D1	30.04.14	A1	A2	A3	X		11 of 17 Ref. # 4 Room # 727	
			313 3835		28.02.14	A4	A5	A6	A7	A8		
						A9	A10	A11	A12	A13		
						A14	A15	A16	A17	A18		
						A19	A20	A21	A22	A23		
						A24	A25	A26	A27	A28		
						A29	X					
			315 588		28.02.14	A30	A31	A32	A33	A34		
						A35	A36	A37	X			
2		Biolegend			5.. ... BD Pharmingen							3.. ... BDIS
		Beckman Coulter			Invitrogen						Dako	

8 Color Ab Status November , 2013

(Brilliant Violet) B V - 4 21

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.
1	CD 3	562 426	3151 905	UCHT1	30.04.16	A1	A2	A3	A4	A5	12 of 17 Ref. # 4 Room # 727	
						A6	A7	A8	A9	A10		
						A11	X					
2	CD 7	562 635	3130 512	M-3701	12.10.17	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	X				
4	CD 73	562 430	2223 529	AD2	31.07.18	A1	A2	A3	X			
5	CD 86	562 432	2223 537	233 (FUN-1)	31.08.18	A1	A2	A3	X			
6	CD 117	562 434	3207 787	YB5.B8	31.05.18	A1	A2	A3	A4	X		
			2121 704		28.02.17	A5	A6	A7	A8	A9		
						A10	A11	X				
			2269 800		31.07.15	A12	A13	A14	A15	A16		
						A17	X					



BV - 510

16...

BV - 510

17...

BV - 510

16 of 12



Antibody - Stock - Inventory - 2013

Sr #.	Item Description	Fluorochrome	Clone	Catalogue #	Manufacturer	Batch #	Exp. Date	Vial #	Box #	Location	Remarks
1	CD 7 Monoclonal Ab 100 T	FITC	M-T 701	555 360	BD Pharmingen	316 1582	31.03.2019	A1	1 of 17	Ref # 4 727	
2	CD 7 Monoclonal Ab 100 T	PE	M-T701	555 361	BD Pharmingen	315 1935	31.12.2018	A1	3 of 17	Ref # 4 727	X
2a	CD 7 Monoclonal Ab 100 T	PE	MT701	340 581	BDIS	318 6591	31.08.2014	B1 B2 B3	3 of 17	Ref # 4 727	
3	CD 7 Monoclonal Ab 50 T	APC	MT701	561 604	BD Pharmingen	3130632	31.10.15	A1	9 of 17	Ref # 4 727	

Inference

- The Inventory should be simple and Self explanatory
- Easily accessible to all the users
- Data should be available forever - From Back up Server - External Hard Disc (Terabyte)
- Good inventory is the sign of good Laboratory Management.

Thank You

Acknowledgement :

Team Flow Cytometry

ashok.san2010@gmail.com

Reagent Rental

- Agreement between the Administration and the Machine Vendor
- Uninterrupted functioning of the Machines
- Continuous supply of reagents during contract period
- Maintenance of machine + up gradation of machines time to time hard ware and software + Preventive Maintenance.

For All the above records - Inventory to be maintained

8 Color Ab Status November , 2013

A P C

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.	
8	CD 22	340 933	313 55754	S-HCL-1	31.03.15	A1	A2	A3	A4	A5	10 of 17 Ref. # 4 Room # 727		
						A6	A7	A8	A9	A10			
						A11	X						
9	CD 33	340 474	307 7593	P67.6	30.11.14	A1	A2	A3	A4	A5			
						A6	X						
10	CD 43	560 198	709827	1G10	30.11.14	A1	A2	X					
11	CD 56	555 518	309 8894	B159	29.02.16	A1	X						
12	CD 57	560 845	225 1731	NK-1	31.05.14	A1	X						
13	CD 62L	559 772	227 6535	DREG-56	31.12.14	A1	X						
14	CD 71	551 374	306 0509	M-A712	30.04.15	A1	X						
15	CD 81	551 112	304 6585	JS-81	31.01.16	A1	A2	X					
16	CD 138	347 193	322 0593	MI 15	31.05.14	A1	A2	A3	A4	A5			
17	CD 140b	323 608	B 17433	18A2	Research	A1	X						
18	CD 229	17-2299-42	E07246-1631	HLy9.25	31.07.16	A1	A2	A3	A4	A5			
19	BCL 6	561 525	308 2543	K-112-91	28.02.15	A1	X						
20	NKP-46	558 051	304 9865	9E2 / Nkp46	31.01.16	A1	X						
20		Biologend			5.. ... BD Pharmingen							3.. ... BDIS	

8 Color Ab Status November , 2013

V - 5 0 0

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QT Y					Box No.	Ref No.
1	CD 3	581 416	3144 4844	UCHT1	30.04.15	A1	X				15 of 17 Ref. # 4 Room # 727	
2	CD 8	561 617	3088 575	SK1	28.02.15	A1	A2	A3	A4	A5		
3	CD 14	561 319	2244 666	M5E2	31.07.14	A1	X					
3		Biologend			5.. ... BD Pharmingen						3.. ... BDIS	
		Beckman Coulter			Invitrogen						Dako	

8 Color Ab Status November , 2013

P E - Cy 7

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.
1	CD 2	335 786	3169 827	L303.1	31.05.14	A1	X				7 of 17 Ref. # 4 Room # 727	
2	CD 4	557 852	3060 692	SK3	30.11.14	A1	X					
3	CD 5	348 790	3183 570	L17F12	30.06.14	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	X				
4	CD 10	341 092	31317 991	HI 10a	31.05.14	A1	A2	A3	A4	A5		
			3182 868		31.05.14	A6	A7	A8	X			
			3206 700		31.07.14	A9	A10	X				
5	CD 13	338 425	3127 992	L138	30.04.14	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	X		
6	CD 14	325 618	B 168 753	HCD14	Research	A1	X					
7	CD 16	557 744	2335 684	3G8	31.10.14	A1	A2	X				
8	CD 25	335 789	3148 780	2A3	31.10.14	A1	A2	X				
9	CD 28	560 684	3123 929	CD28.2	31.10.14	A1	A2	A3	A4	X		
10	CD 56	557 747	2326 847	B-159	31.10.14	A1	A2	A3	A4	A5	8 of 17 Ref. # 4 Room # 727	
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	A18	A19	A20		
						A21	A22	A23	X			
11	CD 95	561 633	3109 954	DX2	31.10.14	A1	X					
12	CD 117	339 195	3134 768	104D2	30.04.14	A1	A2	A3	A4	A5		
12		Biologend			5.. ... BD Pharmingen						3.. ... BDIS	
		Beckman Coulter			Invitrogen						Dako	

8 Color Ab Status November , 2013

B V 5 1 0

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.	
1	CD 3	317 332	B 171 395	OKT3	Research	A1	A2	A3	A4	A5	16 of 17 Ref. # 4 Room # 727		
						A6	X						
2	CD 16	302 048	B 173 335	3G8	Research	A1	A2	A3	A4	A5			
						A6	A7	A8	X				
3	CD 19	302 242	B 169 973	HIB19	Research	A1	A2	A3	A4	A5			
	Biologend					A6	A7	A8	A9	A10			
						A11	A12	A13	A14	A15			
						A16	A17	A18	A19	A20			
3a	CD 19	562 947	320 7871	SJ25C1	31.09.14	B1	B2	B3	B4	B5			
	BD					B6	B7	B8	B9	B10			
						B11	B12	B13	X				

8 Color Ab Status November , 2013

(Brilliant Violet) B V - 4 21

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.
7	CD 123	562 517	2279 765	9F5	31.05.17	A1	A2	A3	A4	A5	13 of 17 Ref. # 4 Room # 727	
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	A18	A19	A20		
						A21	A22	A23	A24	A25		
						A26	A27	A28	X			
8	CD 161	562 615	3182 753	DX12	31.05.18	A1	X					
9	DCViolet Stain	V 35003	1266 1251	Invitrogen	Research	A1	A2	A3	X			
10	TCR $\gamma\delta$	562 560	3179 890	B1	31.05.18	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	X					
10		Biolegend			5.. ... BD Pharmingen						3.. ... BDIS	
		Beckman Coulter			Invitrogen						Dako	

8 Color Ab Status November , 2013

B V 5 1 0

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.	
4	CD 20	302 340	B 179 781	2H7	Research	A1	A2	A3	A4	A5	<div style="font-size: 2em; font-weight: bold;">17</div> <div style="font-size: 0.8em;">of 17</div> <div style="font-size: 0.8em;">Ref. # 4</div> <div style="font-size: 1.5em; font-weight: bold; margin-top: 10px;">727</div> <div style="font-size: 0.8em;">Room #</div>		
						A6	A7	A8	A9	A10			
						A11	A12	A13	A14	A15			
						A16	A17	A18	A19	A20			
						A21	A22	A23	A24	X			
5	CD 56	318 340	B 170 781	HCD 56	Research	A1	A2	A3	A4	A5			
						A6	A7	A8	A9	X			
6	HLA DR	307 646	B 175 579	L243	Research	A1	A2	A3	A4	A5			
						A6	A7	A8	A9	A10			
						A11	A12	A13	A14	A15			
						A16	A17	A18	A19	A20			
						A21	A22	A23	A24	A25			
						A26	A27	A28	A29	A30			
6		Biologend			5.. ... BD Pharmingen							3.. ... BDIS	
		Beckman Coulter			Invitrogen							Dako	

8 Color Ab Status November , 2013

V - 4 5 0

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY						Box No.	Ref No.	
1	CD 11c	560 369	3040 528	B-Ly6	31.05.15	A1	A2	A3	A4	X		14 of 17 Ref. # 4 Room # 727		
2	CD 20	642 274	3108 628	Ly-27	30.06.14	A1	A2	A3	A4	X				
3	CD 36	561 535	3200 609	CB 38(NL-07)	30.06.15	A1	A2	A3	A4	A5				
						A6	A7	A8	A9	A10				
						A11	A12	A13	A14	A15				
						A16	A17	A18	A19	A20				
			3154 872		30.06.14	A21	A22	A23	A24	A25				
						A26	A27	X						
4	CD 38	646 851	3779 547	HB7	31.01.14	A1	A2	A3	A4	A5				
						A6	A7	A8	A9	X				
5	CD 95	561 632	3053 712	DX2	31.12.14	A1	X							
5		Biologend			5.. ... BD Pharmingen					3.. ... BDIS				
		Beckman Coulter			Invitrogen					Dako				

8 Color Ab Status November , 2013

P E

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Refrigerator No.
1	CD 5	555 353	304 6601	UCHT2	31.12.18	A1	A2	A3	A4	A5	3 of 17 Ref. # 4 Room # 727	
						A6	A7	X				
		561 897	230 0944	UCH2	31.08.16	B1	X					
2	CD 7	555 361	315 1935	M-T701	31.12.18	A1	X					
		340 581	318 6591	M-T701	31.08.14	B1	B2	B3	X			
3	CD 10	555 375	303 2828	HI 10a	31.12.18	A1	X					
4	CD 15	555 402	389 46	HI 98	31.01.15	A1	A2	A3	A4	A5		
						A6	A7	A8	X			
5	CD 26	CD 2604	14 4742 98	BA5b	31.12.16	A1	X					
6	CD 27	555 441	305 1680	M-T271	30.11.18	A1	A2	X				
7	CD 40	555 589	224 1797	5C3	31.12.16	A1	X					

8 Color Ab Status November , 2013

A P C

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY						Box No.	Ref No.
1	CD 4	340 443	300 7740	SK3	31.07.14	A1	A2	A3	A4	A5		9 of 17 Ref. # 4 Room # 727	
						A6	A7	A8	X				
1a	CD4	561 841	310 1566	RPA-T4	31.03.16	B1	X						
2	CD 7	561 604	313 0632	M-T 701	31.10.15	A1	X						
3	CD 10	340 923	319 2940	HI10a	31.10.14	A1	A2	A3	X				
4	CD 11b	340 937	313 3992	D12	31.12.14	A1	A2	A3	A4	A5			
						A6	A7	A8	X				
5	CD 11c	340 544	312 9932	S-HCL-3	31.08.14	A1	X						
6	CD 15	551 376	231 7678	HI 98	31.01.15	A1	X						
7	CD 19	340 437	309 8949	SJ25C1	31.10.14	A1	A2	A3	A4	A5			
						A6	A7	A8	A9	A10			
						A11	A12	A13	A14	A15			
						A16	A17	A18	X				

Sr #.	Item Description	Qty. In ml	Qty. used μ l Date : / Initials	Qty. used μ l Date : / Initials	Qty. used μ l Date : / Initials	Titrated vol. μ l	Total No. of Tests	Panel	Qty. available in μ l Date	Box #	Location
1	CD 20 Monoclonal Ab BD 50 T							AL -1			
2	CD 20 Monoclonal Ab BD 100 T									11 of 17	Ref # 4 727

8 Color Ab Status November , 2013

F I T C

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.	
1	CD 1a	555 806	303 7965	HI149	31.12.18	A1	A2	A3	A4	A5	1 of 17 Ref. # 4 Room # 727		
						A6	A7	X					
2	CD 7	555 360	3161 582	M-T 701	31.03.19	A1	X						
3	CD 8	347 313	313 4698	SK1	31.07.14	A1	A2	X					
4	CD 16	347 523	3140 717	NKP 15	31.10.14	A1	A2	A3	A4	A5			
						A6	X						
5	CD 30	341 644	3122 730	Ber-H83	31.05.14	A1	A2	X					
6	CD 35	555 452	221 9719	E 11a	31.05.18	A1	X						
7	CD 38	340 927	312 7983	HB7	30.04.14	A1	A2	A3	A4	A5			
						A6	A7	A8	A9	A10			
						A11	A12	A13	A14	A15			
						A16	A17	A18	A19	A20			
						A21	X						
9	CD 44	347 943	308 5922	L-178	31.03.15	A1	A2	A3	A4	X			
10	CD 45RA	347 723	304 4568	L-48	30.11.14	A1	X						
11	CD 48	555 759	211 0985	TU 145	31.07.14	A1	X						

8 Color Ab Status November , 2013

P E R C P - Cy 5.5

SR No	CD - #	CAT #	LOT #	CLONE	Exp. Dt.	QTY					Box No.	Ref No.
1	CD 3	560 835	311 6611	UCHT 1	31.03.15	A1	A2	A3	A4	A5	5 of 17 Ref. # 4 Room # 727	
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	A18	X			
		340 949	3198 845	SK7	31.03.15	B1	X					
2	CD 4	341 654	3036 656	SK3	31.12.14	A1	A2	X				
3	CD 8	341 051	3100 753	SK1	30.06.14	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	X		
4	CD 10	efluoro				A1	X					
5	CD 20	340 955	2251 770	L27	30.06.14	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	A10		
						A11	A12	A13	X			
6	CD 23	561 188	3181 988	M-L233	30.06.14	A1	A2	A3	A4	A5		
						A6	A7	A8	X			
7	CD 24	561 647	3123 895	ML5	31.03.15	A1	A2	A3	A4	A5	6 of 17 Ref. # 4 Room # 727	
8	CD 34	347 203	3059 775	8G12	31.03.14	A1	A2	A3	A4	A5		
						A6	A7	A8	A9	A10		
						A11	A12	A13	A14	A15		
						A16	A17	A18	A19	A20		
						A21	A22	A23	A24	A25		
						A26	A27	X				
9	CD 45 RO	560 607	3046 887	UCH-L1	31.01.15	A1	A2	X				
10	CD 64	561 194	3116 615	10.1	31.08.14	A1	X					
10		Biologend				5.. ... BD Pharmingen						

