

Supply Chain Audit Checklist



What is a Supply Chain Audit?

A supply chain audit is a comprehensive evaluation of the processes and operations that make up an organization's supply chain. It involves a structured assessment to examine how goods and services flow from suppliers to customers, with the aim of identifying strengths, weaknesses, and areas for improvement. By conducting a supply chain audit, you can gain valuable insights into your supply chain performance, make informed decisions, optimize processes, and strengthen your competitive position in your specific industry.

Use these questions to take a closer look at your operation and identify opportunities for improving your supply chain.

Logistics:

- Are your supply chain's processes and responsibilities well-defined and documented?
- Do you have contingency plans in place for addressing supplier disruptions?
- How do you stay informed about changes in industry regulations that could impact your supply chain?
- Do you have processes in place to adapt and comply with evolving industry requirements?
- Do you have strategies implemented to ensure timely and accurate order fulfillment?

Tracking and Management:

- Do you have a real-time view of your supply chain, including the location and status of products, vehicles, and digital assets?
- How often do you use data to create informed logistical decisions?
- Do you track and analyze all transportation costs regularly?
- How do you measure supply chain performance to identify areas for improvement?
- How is demand forecasting integrated into your supply chain planning process?

Labor Management:

- Do you have ongoing training programs to keep employees updated on best practices?
- How are you forecasting labor requirements during peak seasons?
- How are you measuring and improving labor productivity within your supply chain?
- Do you conduct employee surveys or gather feedback to address concerns?
- Are workplace safety standards and regulations consistently upheld?
- How are you addressing safety incidents and preventing them from recurring?

Sustainability:

- What is your business doing to minimize waste during the production or transport of your product(s)?
- How are you minimizing the impact of your corporate office, production, and/or service facility?
- Do you know where your suppliers are sourcing their materials? Are their materials eco-friendly?
- Do you have an environmental policy that your organization adheres to?
- Has your business gone through an energy audit to help you understand your energy use?

