

# Technical Bulletin No: 25-2016

<b>Title:</b>	<b>Used Parts Salvage / Management</b>											
<b>Priority</b>	Green – Opportunity to Improve											
<b>Legislation:</b>	PUWER, LOLER, Management Regs											
<b>Brief Description:</b>	Parts salvage i.e. reuse of used parts for machinery repair is common practice and many examples of good and poor practice have been identified during SafeHire Audits. This bulletin is to aid good management of parts salvage.											
<b>Equipment Affected:</b>	All hire and work equipment.											
<p>When hire fleet items are disposed of, many parts and accessories may be suitable for reuse. This commonly includes housings, electrical components, wheel assemblies, frames and accessories e.g. handles, guards, guides and cases. A significant range of parts are also accumulated from diagnostic procedures e.g. spare starter motors, alternators, fuel injection equipment and hydraulic / electronic parts. These high value items are often model and serial number range specific. Their management is critical to safety, quality and costs management.</p>												
<b>1 – Poor practice – items are unlabelled and of unknown quality</b>	<b>2- Good practice – logical arrangement and labelled items</b>	<b>3 – Poor practice – scrap and reusable parts mixed</b>										
												
<b>4 – Good practice – managed system with consignment stock and used parts</b>	<b>5 – Example parts labelling including fleet number to aid future identification.</b>											
	 <table border="1"> <tr> <td>Item Name</td> <td><i>Bucket ram</i></td> </tr> <tr> <td>Part Number</td> <td><i>Not known</i></td> </tr> <tr> <td>Removed From / Fleet Number</td> <td><i>Kubota K008 EXE040</i></td> </tr> <tr> <td>Machine Hours</td> <td><i>1600</i></td> </tr> <tr> <td>Condition</td> <td><i>OK - resealed</i></td> </tr> </table>		Item Name	<i>Bucket ram</i>	Part Number	<i>Not known</i>	Removed From / Fleet Number	<i>Kubota K008 EXE040</i>	Machine Hours	<i>1600</i>	Condition	<i>OK - resealed</i>
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<b>Recommended Actions:</b>	<ul style="list-style-type: none"> <li>Review existing approach. Complete stock check of existing salvage parts and scrap unusable stock.</li> <li>Consider creating parts management system / area (image 4) where consumables and service stock are stored with salvage parts.</li> <li>Introduce simple labelling (image 5) to aid future identification and reuse.</li> <li>Create a simple database / spreadsheet of items that can be shared with colleagues and / or other depots. Often digging out the part is less cost effective than ordering new if the part is not easy to find.</li> </ul>											
<b>Circulation:</b>	Management / Workshop Team											