

1.3 OBJECTIVES OF THE STUDY

The major objectives of the studies are as follows:-

1. To find whether the company use accounting tools and techniques in maintaining their materials.
2. To find how Seven -Up Bottling Company Plc managed their material efficiently.
3. To find out how resources are been utilized
4. To find out whether there is wastage of material or not
5. To look at the significance of materials management and utilization of resources in manufacturing.

1.4 STATEMENT OF HYPOTHESIS

Ho Material Management and Resource Utilization cannot improve productivity in an organization.

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1.5 SIGNIFICANCE OF THE STUDY

The significance of the project is designed to help business, institutions or an organization to analyses and reduce excessive cost in all areas of it operations. In today's business climate, with keener competition and Unstable economic condition, the sustained controlling of cost often means the different between profit and loss all over the world, cost conscious executives, purchasing managers in institution etc.

More so it is of a great significance to the manufacturing industries, that is, the project is of great importance because it is possible to evaluate the efficiency of material management and resources utilization.

Material management and resources utilization is compendium concept of the best cost controlling ideas and methods that have evolved in recent year. Material manger, purchasing department will find these project useful ideas that can be directly applied to reduce costs within the organization.

Thus, the project may be of immense help to all business, institution and to those organizations that are faced with the problem of material management and resources utilization been the utmost resources that are needed to be utilized effectively.

1.6 SCOPE OF THE STUDY

The scope of this study has to do with the importance of materials management and resources utilization in Seven-Up Bottling Company Plc as a case study.

1.7 LIMITAIONS OF THE STUDY

This research work is limited to the following department found in Seven-Up Bottling Company Plc.

Personnel Department: This department is responsible for recruitment of skilled, semi skilled and unskilled personal for the entire various department in the organization: It's also look into the general welfare of the workers and the overall organization operation.

Production department, they are responsible for preparation f schedule for production when to start the production for a particular product (flavor) and also determine the expected quantity material utilization and also a management of jobs.

Accounting Department, this department is responsible for the settlement, of invoices release, casting of material for the purpose of final account or determination of production cost.

Quality control department, this department is responsible for making sure that goods (products) and service are examined to conform to predetermined standard, these department comprises of section such as water treatment, syrup room and laboratory.

Store department, the department has to or renders. Some function to the organization, which area:-

- i. To make provision for a balance flow of raw materials that is necessary to meet operational requirement.
- ii To make available the maintenance of materials, spare part as well as general store requirement of materials, spare part as well as general store requirement.

Warehouse, warehouse is the department responsible for receiving finished goods from the production department and then forward the some finished product (goods)to marketing department, marketing department are mainly responsible for sales, that is selling the company products at the company recommended price to the various customers.

Feet/ workshop, they are responsible for the transportation, services and repairs for the various company vehicles especially the sales trucks and other vehicles.

In writing a project research works, one is bound to face some certain constraints that will limit the extent to which the research may intend to cover such as:

- i. **Time:** Time is the most affecting constraints to this project in fact, have enough time to write his project work.
- ii. **Financial Constraints:** This is another constraint which hinders the researcher from carrying out his research work on time, especially the recent federal government economic programme which made it difficult for the researcher to source for funds on time; it has slowed down the progress of the project.

1.8 DEFINITION OF TERMS

- i. **MAINTENANCE:** It is the scientific utilization of Resource which includes material, machine, men, method and money to accomplish task, its embrace planning, organization directing, and coordinating.
- ii. **MATERIAL MANAGEMENT:** It is concerned with the flow of materials to manufacturing department; it can be described as a coordinating Function responsible for planning and controlling of materials flow. Material management is an aspect of grouping together under some of finished products; some of these activities may include: purchasing, Inventory control, expenditure warehousing and receiving materials.
- iii. **PLANNING:** Koontz O. Donnell and Welf Rich (1989) Perceive planning as deciding in advance what to do, how to do it when to do it. Planning bridges the gap for where we are to where we want to go. A plan established objective can be attained considering various aspects of the environment and determines the amount of resources necessary.
- iv. **RESOURCES:-** Resources are divided into human and material resources, the human resources is the man power that controls the activities of the organization while the material resources are the assets or wealth of the organization that is put into use in achieving the organization aim.
- v. **ORGANISATION:** This is a systematic ordering of position which determines chains of command or it is an organized group of people working together towards a common ideal and aspiration of the group and putting effect together towards achieving an objective.
- vi. **OBJECTIVES:-**These are the specific productivity on organization wants to achieve in other words it could be seen as asset aside goals in which an organization work towards to achieve effectively and efficiently. No organizations come into existence without having an objective to achieve.

- vii. **UTILIZATION:-** To make the best use of resources efficiently.
- viii. **PURCHASING:-** Purchasing is a strategic activity in an organization with primary objective of improving and maximizing profit it figure out new ideas for improving company's products, search for better source supply funds, substitute materials that are more economical.
- ix. **PURCHASING ORDER FORM:** This is legal document normally printed to transmit the organization requirement to the suppliers. This form varies from organization to organization in size, shape and layout. Content and number of copies, however certain essential elements are common.
- x. **PURCHASING REQUISITION FORM:-** This form is usually prepared when a department or store needs a particular materials. Normally three copies are prepared, two copies being sent to the purchasing department as on authority of purchasing and the duplicate being retained by the originating department for reference and follow-up.
- xi. **ENQUIRY AND QUOTATION:** - When competitive tender are required. It is customary to send an enquiring to the suppliers and to receive quotation from the suppliers in order to select the most suitable by analysis of the tenders that are been received.
- xii. **NEGOTIATION:-** It is a decision making process, that is it is a process of planning, reviewing and analyzing by buyer and a seller to reach acceptable agreement or compromise through common understanding.

AN APPRAISAL OF MATERIAL MANAGEMENT AND RESOURCE UTILIZATION IN SEVEN-UP BOTTLINGCOMPANY PLC

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