

PARTS HOMEWORK – ACTION PLAN

S Specific **M** Measurable **A** Achievable **R** Relevant **T** Time bound

What is your goal? What do you want to achieve? From what metric? To what metric? By what date?
Example: "I will decrease my 5K run time from 30 minutes to 21 minutes by June 15."

S **M** **T**

Goal is to use Dealer Track Inventory Aging Tool to keep aged inventory under 2% of total inventory at 18 months. It will be measured at the end of every month beginning April 2022 moving forward for 2022.

How does this goal align with or support your dealer's vision?
What are the BENEFITS of achieving your goal? What are the CONSEQUENCES if you don't?
Why is this goal important to you?

R

VISION: To keep needed parts in inventory and lessen aged ones.

BENEFIT: Less dollars tied up in aged inventory and more dollars available for needed ones.

CONSEQUENCES: Unhappy technicians and customers when current model parts are not available due to financial constraints. Low customer service scores. Less gross for employee monthly bonuses.

IMPORTANCE: Very important to keep our controller, owner, and employees happy, but more importantly, to keep parts department profitable.

What specific actions or steps will you take to accomplish your goal? What will you do differently or improve? For each, be sure to include necessary resources, who is accountable, the measurable result, and dates.

SPECIFIC ACTION/ STEP	NECESSARY RESOURCES?	WHO IS ACCOUNTABLE?	EXPECTED RESULT?	EXPECTED COMPLETION DATE?	ACTUAL COMPLETION DATE?	CHECK OFF
April - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
May - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
June - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
July - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
August - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
September - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
October - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
November - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
December - Run inventory	Computer	Cindy / Tate	Clear excess parts as needed	End of every month for 2022		<input type="checkbox"/>
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