

## **ABSTRACT**

3PL company is a service provider of logistics. PT XYZ is a company that engaged in logistics. This company holds inventories of raw materials of PT ABC. PT XYZ has the warehouse which the value of raw material inventory accuracy is 86.41% of the target set at 99.95%. The type of goods in warehouse classified as two types namely, packaging and raw materials. Observed from the investment value, raw materials has contributed 97.04%, while 2.96% of packaging material. PT XYZ has 16 SKUs raw material. Activity stock take existing spending Rp, 35.566.500,-. Stock take cost is expensive accompanied by the performance of the accuracy of warehouse is relatively distant from target achievement. PT XYZ requires a stock take design policy proposals aim to reducing costs and maintaining the accuracy of the goods at warehouse. Along with the stock take optimal policy can help reduce the stock take cost. Based on the calculation and analysis, implementation of policy proposals stock take can reduce processing time stock take activity, reducing the number of SKUs are calculated each stock take of its activities. Stock take of the proposed activity may minimizing costs up to Rp.15.208.500. Business process activities stock take activity stock increased by 1.67%. In terms of time, stock take of the proposed activity is able to minimize the cycle time per second 161.67 per pallet.

**Keywords:** 3PL, Inventory Record Accuracy, Cycle Counting, Cost of Stock Take, Stock Take Activity.