ZIMBABWE

MINISTRY OF HIGHER AND TERTIARY EDUCATION, INNOVATION, SCIENCE AND TECHNOLOGY DEVELOPMENT

HIGHER EDUCATION EXAMINATIONS COUNCIL (HEXCO)

NATIONAL CERTIFICATE

IN

LABORATORY TECHNOLOGY

MODULE: Laboratory Stock Management **PAPER NO: 360/22/M05**

DURATION: 3 Hours

MAY / JUNE 2024 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

1. Answer all questions.
2. Each question carries twenty (20) marks.
3. Do not write your name(s) on the answer booklet.
4. Do not write anything on the question paper.

This paper consists of 3 printed pages.

QUESTION 1

a) Briefly explain the following terms used in stock - taking.

i) Periodic stock - taking (2 marks)
ii) Annual stock - taking (2 marks)
iii) Stock-out validation (2 marks)
iv) Perpetual stock - taking (2 marks)
v) Spot/line checks (2 marks)

b) Describe the use of the following tools in stock - taking.

i) Hand held scanners (3 marks)
ii) Stock sheets (3 marks)

c) State any four (4) reasons for keeping inventories within an organisation. (4 marks)

QUESTION 2

a) Identify any five (5) basic elements to include on a stock card. (5 marks)

b) Explain the following methods used for distributing stock:

i) FIFO (5 marks)
ii) FEFO (5 marks)

c) Describe process requisition as applied in laboratory stock management. (5 marks)

QUESTION 3

a) With aid of relevant examples discuss inventory holding costs. (10 marks)

b) Examine problems met in determining the economic order quantity. (10 marks)

QUESTION 4

a) Explain the importance of embracing technology in Laboratory Stock Management. (10 marks)

b) Discuss the importance of storage standard operating procedures in receiving and storage of Laboratory stock. (10 marks)

QUESTION 5

With aid of relevant examples, outline how as a Chief laboratory technician you would come up with a Laboratory Inventory management guide.

(20 marks)

..................../pm