

DISTRIBUTION MANAGER BASICS ON PREVENTING THEFT OF REUSABLE PLASTIC TRAYS

As a distribution manager, you must understand the several factors that contribute to the loss of reusable plastic trays including misplacement, mismanagement, or even theft. It is crucial to educate and hold your drivers accountable for each reusable plastic tray that leaves the company warehouse.

THE FOLLOWING STRATEGIES CAN HELP PREVENT LOSS AND THEFT OF TRAYS:

COMMUNICATION IS KEY!

- Create active relationship management with your customers. This relationship will be vital to tracking and knowing where your property is at any given time.
- By regularly communicating with your customers, you can get a better sense of where the most significant losses are occurring.
- Encourage your sales team to do the same. A check-in every few months can go a long way.

REPORT, REPORT, REPORT!

- Ask your drivers to collect details of suspected thefts and immediately report the information to you.
- File a police report. Without knowledge of the extent of the problem, law enforcement and prosecuting officials will not know what to look for when investigating tray loss/theft.

WHEN NOTIFIED OF POTENTIAL THEFT, PLEASE GATHER AS MUCH OF THE FOLLOWING INFORMATION TO SUBMIT A POLICE REPORT:

1. Date, time, and location of suspected theft
2. Name of employee who noticed the violation
3. Any photos of suspected theft
4. Any license plates or identifying information about the truck used in the theft
5. An estimation of how many trays/crates were stolen
6. An assurance that the suspected thief has no legitimate connection to your company

Lastly, report the above information and police department/report number to your company's legal department.