

# FMCG Logistics Efficiency Checklist

## 10 Proven Ways to Cut Costs & Improve On-Time Deliveries.

Use this quick checklist to identify hidden bottlenecks in your logistics operations.

### 1 Freight Cost Optimization

- ☐ Are you regularly benchmarking your spot and contract rates?
- ☐ Do you have visibility into market rates to negotiate better?

### 2 Order Dispatch Time

- ☐ Can your team finalize transporters and vehicles in under 30 minutes?
- ☐ Are you still relying on manual calls/emails for rate collection?

### 3 Multi-Drop Deliveries Efficiency

- ☐ Are your multi-stop deliveries optimized to reduce total route time and fuel usage?
- ☐ Do you track delays across specific delivery points?

### 4 Real-Time Tracking

- ☐ Do you get real-time visibility on every shipment via GPS/SIM/FASTag?
- ☐ Are delivery ETAs automatically communicated to your sales/customers?

### 5 Automated Documentation

- ☐ Is your LR/ePOD submission still manual, causing payment delays?
- ☐ Have you automated gate-in/gate-out processes at plants/warehouses?

## 6 Collaboration Between Teams

- ☐ Is everyone (transporters, sales, logistics, accounts) working on one unified platform?
- ☐ Are communication breakdowns causing costly mistakes?

## 7 Exception Handling

- ☐ Do you have a system to monitor logistics exceptions and resolve them before they escalate?

## 8 Contract Utilization

- ☐ Are you able to track whether contracted vendors are being used for agreed lanes and rates?

## 9 Payment Processing

- ☐ Is your transporter payment process still taking weeks due to manual verification?

## 10 Analytics & Reporting

- ☐ Are you able to access real-time reports on freight spending, delays, and vendor performance?

### Score Yourself

**8-10** checks: Your logistics is performing well, but optimization is always possible.

**5-7** checks: Major gaps likely causing hidden costs and delays.

**0-4** checks: Urgent need for digitalization and efficiency improvements.