

Number of Core & Flexible Buyers Required for a Centralised Buying Unit

Number of PO's raised between 01.06.2011 & 31.07.2012	33880	Excluding DCS & DCE
Number of PO's Amended for a year	<u>4,174</u>	Excluding DCS & DCE
Total of PO's Raised & Amended in a Year	<u><u>38054</u></u>	
Total of PO's Raised & Amended in a Year	38054	
Divided by 52 Weeks	<u>52</u>	
Total of PO's Raised & Amended in a Week	<u><u>732</u></u>	
Time taken to source & create standard PO	3	Minutes
Time taken to change a standard PO	<u>2</u>	Minutes
Total time taken to source, create & amend a standard PO	<u><u>5</u></u>	Minutes
Total of PO's Raised & Amended in a Week	732	
Total time taken to source, create & amend a standard PO	<u>5</u>	Minutes
Total number of Minutes Required	<u><u>3660</u></u>	Minutes
Total number of Minutes Required	3660	Minutes
Divided by 60 minutes	<u>60</u>	Minutes
Total number of hours required	<u><u>61</u></u>	Hours
Total number of hours required	61	Hours
Hours worked per week	<u>37</u>	Hours
Number of Buyers Required	<u><u>1.6</u></u>	
Number of Core Buyers Required	2	Allows for Holiday & Sickness
Number of Flexible Buyers Required	<u>2</u>	Allows for Holiday & Sickness
Total number of Buyers Required	<u><u>4</u></u>	

NB* These figures are based on raising basic PO's and Changes, this calculates only system time and no other activity