

bamisOS Factory — Operator Manual

This manual teaches the current bamisOS Factory workflow: products, raw materials, packaging, BOM/formulas, production orders, material requirement calculation, stock deduction, finished-goods posting, QC status and batch costing.

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Current product state

bamisOS Factory is available now for guided manufacturing customer setup. The working Factory workflow covers BOM/formulas, production orders, material requirements, raw-material and packaging deduction, finished-goods stock posting, QC notes/status, batch cost and stock movement audit trail.

Use this manual for setup, staff training and the first production walkthrough. Dedicated standalone Factory signup, machine/PLC/MES integration, certified regulatory exports, advanced MRP and multi-plant planning are still custom-scoped work.

Commercial note

Bamistech commercial pricing is not printed in this review manual. Pricing, implementation fees, support level and payment terms will be issued separately after the customer reviews the Factory workflow and confirms production scope, users, locations and integration needs.

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1. Terms staff must understand

TERM	MEANING	EXAMPLE
Raw material	Input consumed during production.	SLES, glycerine, fragrance, oil, base cream.
Packaging	Container or label consumed during production.	Bottle, cap, jar, carton, label.
Finished good	Product created after production.	Herbal Shampoo 250ml, Hair Cream 200g.
BOM / formula	The recipe showing what materials are required for one unit or batch.	250ml shampoo needs bottle + cap + label + measured ingredients.
Production order	The production job for a planned quantity.	Produce 1,000 bottles of Herbal Shampoo.
QC	Quality control result and notes before the batch is accepted.	Passed pH/viscosity check, packaging seal checked.

2. Setup order before first customer use

- 1 List every raw material, packaging item and finished good.
- 2 Confirm the unit for each item before entering stock. Use smaller units where fractions are common, such as grams, ml, litres, caps, labels, bottles or cartons.
- 3 Enter opening stock for raw materials, packaging and finished goods.
- 4 Create the BOM/formula for each finished product.
- 5 Run one test production order with a small quantity.
- 6 Confirm that stock deduction, finished-goods posting, QC notes and batch costing are correct.
- 7 Train the production supervisor, stock officer and manager on the same workflow before live use.

3. Products and stock setup

Raw materials

Create every ingredient or material as a stock-tracked product. Use clear names: *SLES 70%*, *Glycerine 25L*, *Fragrance A*. Avoid vague names like “chemical” or “material”.

Packaging

Create bottles, jars, labels, caps, cartons and seals separately. Packaging is deducted during production just like raw materials.

Finished goods

Create the products the factory sells. Use size and pack detail in the name so the warehouse does not mix SKUs: *Herbal Shampoo 250ml*, *Hair Cream 200g*, *Hair Oil 100ml*.

Rule: do not create a BOM until all raw materials, packaging and finished goods have been created first.

4. BOM/formula setup

A BOM tells bamisOS Factory what to consume when a finished good is produced.

- 1 Open the Factory workspace and choose **BOM/Formulas**.
- 2 Select the finished good.
- 3 Add every raw material and packaging item used for the selected output.
- 4 Enter the quantity needed per finished unit or per configured production quantity.
- 5 Add wastage allowance where the process normally loses material.
- 6 Save and review the material requirement preview before using it in production.

GOOD BOM HABIT	WHY IT MATTERS
Use exact units.	Wrong units create wrong deduction and wrong cost.
Include packaging.	Packaging cost affects real unit cost.
Review whenever formula changes.	Old formulas create wrong stock and costing.

5. Create a production order

- 1 Choose the finished product.
- 2 Enter the planned quantity.
- 3 Review the material requirement calculation.
- 4 Check that raw material and packaging stock are available.
- 5 Enter labour cost and overhead estimate if known before production.
- 6 Create the production order.

If materials are short, do not confirm production. Restock or adjust the planned quantity first.

6. Confirm production correctly

Confirm production only after the physical batch has been completed and counted.

- 1 Open the production order.
- 2 Enter final labour and overhead cost.
- 3 Enter actual finished quantity if it differs from the plan.
- 4 Record QC status and notes.
- 5 Confirm production.
- 6 Check the stock ledger: raw materials and packaging should reduce, finished goods should increase.

Important: do not confirm a production order just to “test” it on live stock. Confirmation changes the stock ledger.

7. QC and traceability

- Record whether the batch passed, failed, was held or needs rework.
- Use QC notes for pH, viscosity, seal checks, packaging defects, weight check, expiry review or supervisor approval.
- Use consistent batch numbers so warehouse, sales and management can trace what was produced.
- If a batch fails QC, do not move it into sellable stock without management approval.

8. Batch costing and management review

bamisOS Factory calculates batch cost from material cost plus labour and overhead. Review the result before pricing or dispatch decisions.

COST	WHAT TO ENTER/REVIEW
Material cost	Comes from consumed raw materials and packaging.
Labour cost	Production labour assigned to the batch.
Overhead cost	Generator fuel, utilities, supervision, rent allocation or other factory overhead.
Unit cost	Total batch cost divided by finished quantity.

Managers should compare unit cost with selling price before approving the next batch.

9. Daily operating routine

Before production

- Check opening raw-material and packaging stock.
- Review planned production orders.
- Confirm BOM/formula is current.

During production

- Keep one production order per batch.
- Do not combine different products in one order.
- Record unusual wastage immediately.

After production

- Count finished goods.
- Complete QC notes.
- Confirm production and review stock ledger.
- Review unit cost and report exceptions.

10. Troubleshooting

PROBLEM	WHAT TO CHECK
Material requirement looks wrong	Check BOM quantity, unit and whether the correct finished product was selected.
Raw stock did not reduce	Confirm production was actually completed, not only created.
Finished goods did not increase	Check production order status and final quantity.
Unit cost looks too low	Check whether packaging, labour and overhead were entered.
QC record missing	Open the production order and add QC status/ notes before management review.

Do not promise yet

- Machine, PLC, IoT or MES integration.
- Certified NAFDAC/SON export templates.
- Advanced procurement planning or full MRP.
- Multi-plant manufacturing planning.
- Self-service standalone Factory signup.