

SC/\S

ovember NEWSLETTER

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SIMPLE ORGANIZATIONAL TIPS

Success is a result of long-term planning and daily action.

1. Focus on what's important

Remind yourself of your long-term goals and revise them when necessary. Set daily priorities to meet your goals. Keep photos of your family or inspirational pictures nearby.

2. Make lists

Make daily, weekly and monthly to-do lists of important tasks. Review your daily priorities at the beginning of each day.

3. Manage your time well

Schedule quiet time at work to accomplish tasks that need extra concentration. Do your most challenging work when your energy is at its highest; save less demanding work for other times. If you tend to procrastinate, focus on the sense of accomplishment you'll feel when the job is done. Use commute time to plan your day's activities.

4. Use calendars and planners

Check your work calendar daily to review your activities and avoid conflicts. Write down all commitments in pencil rather than trusting your memory. Use planning and scheduling forms and software to help you map out long-term projects.

5. Delegate tasks

Assign tasks to others when the task is not on your level of expertise. Provide adequate training and feedback on assigned projects.

6. Manage your mail and phone calls

Sort incoming mail into categories by priority or action. Use voice mail to screen phone calls.

7. Reduce clutter

Clear your workspace. Keep only the most critical items and information you need daily on the top of your desk. Archive resource materials you rarely use. Toss out duplicate information and materials that will soon be outdated. Leave blank space on bookshelves for growth.

8. Stay organized

Organize files by priority and keep the most important ones within arm's reach. Spend 15 minutes at the end of each day clearing your desk and 15 minutes the next morning planning for your day's activities.



Introduction: What is Procurement Engineering and Why It Matters?

Procurement engineering plays an essential role in construction and fit-out companies by ensuring a smooth supply of essential materials to keep projects on schedule and within budget, while maintaining high quality standards. At SCAS, procurement engineers bridge the gap between design and execution. By managing suppliers, negotiating contracts, and finding innovative solutions, they ensure the efficiency and success of each project.

The Essential Role of Procurement Engineering at SCAS

The Challenges Faced by Procurement Engineers

Procurement engineers face multiple challenges that require flexibility and strategic thinking. Common challenges include, balancing cost constraints with quality, ensuring supplier reliability and managing long lead times for imported materials. Market fluctuations, unexpected delivery delays and design changes are also recurring issues. To address these challenges, the procurement team at SCAS actively searches for alternatives, focusing on locally available materials to reduce costs and lead times, which ensures the respect of the project timeline. One procurement engineer at SCAS shared: "Once, during an official holiday, a material shortage on-site threatened the project timeline. However, we successfully secured the required materials due to our strong relationships with trusted suppliers." Building and maintaining such supplier relationships is crucial. Engineers also emphasize the importance of risks management and preparing backup plans: "You must always think two steps ahead and have plan B and C in place to avoid delays and ensure quality."

Insights from SCAS Procurement Engineers: Experiences and Advice

Several engineers shared their thoughts and advice on working in procurement: • What's your favorite thing about working in procurement? "It's the variety. Every project is unique, and it feels rewarding to find creative solutions that save the company both time and money." • What is a common challenge you've faced, and how did you handle it? "One challenge involved sourcing a specific imported material that suddenly became unavailable, such as acoustic materials or door hardware. We had to quickly identify and negotiate alternatives to keep the project on track." • What advice would you give to someone entering the field? "Stay curious and don't limit yourself. Procurement is about problem-solving, so be eager to learn, communicate effectively, and build good relationships with suppliers and project teams."

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SCAS's procurement department has made a significant difference in ensuring smooth operation and efficient project delivery. One of its key contributions is providing visibility into material prices, quality, and workload, which helps management make informed decisions. The team also identifies cost effective alternatives for long-lead imported materials, reducing both costs and timelines. This flexibility has strengthened SCAS's reputation as a fast-track contractor. To minimize risks, SCAS maintains relationships with multiple suppliers. As one engineer explained, "If the chosen supplier can't deliver, we promptly turn to alternatives to keep the project on track." Additionally, sub-contractors are evaluated after each project based on time, quality, and cost performance, further strengthening the company's network and ensuring that only reliable partners are selected for future work.

The importance of procurement engineering at SCAS

The Role of SCAS Management in Supporting Procurement Engineering The success of the procurement department at SCAS is closely tied to the support provided by the management. Open communication and teamwork create a positive work environment where engineers feel empowered to take initiative. SCAS's management encourages flexibility and innovation, enhancing the department's efficiency and motivating the team. One engineer commented: "Management's trust in our decisions and their encouragement to try new approaches have been game-changers. It allows us to perform better and stay motivated."

Conclusion: Procurement Engineering as a Key Driver of SCAS's Success

Procurement engineering at SCAS goes beyond sourcing materials, it involves problem-solving, strategic thinking, and teamwork. The department plays a crucial role in turning designs into reality, ensuring that projects are completed on time, within budget, and to the highest standards. With strong support from management, the procurement team continues to thrive, overcoming challenges and driving project success. Their ability to transform obstacles into opportunities strengthens SCAS's operations, making the company a leader in the fit-out industry. This strategic approach ensures the company remains competitive and wellprepared to handle market demands.



Yasmine Yasser Procurement Engineer

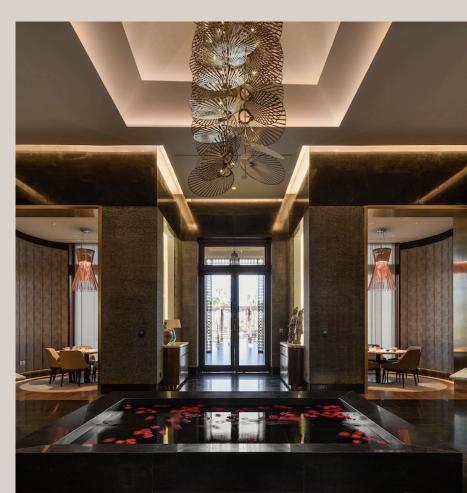


Yatai Four Seasons, a signature masterpiece.

Hospitality Throwback









Mazeej at Hacienda White; Exclusive tranquility.





Le Sidi at Hacienda Bay









Movenpick El Quseir



Nader Samir Projects Director Mina Badr **Projects Director** Moheb ElSayed Head of Electrical Engineering Mohamed Hassanien Project Manager Hussein Zayed Project Manager Peter Adel Senior MEP Site Engineer Gergis Samir Senior Mechanical Site Engineer Sherouk Yehia Senior Tendering Engineer Madonna Youssef Quantity Survey Engineer Olivia Maged Projects Coordinator Gerges Attia Site Electrical Engineer **Beshoy Samuel** Low Current Technician **Kyrolis Aziz** Electrical Purchasing Administrator

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