

PROCUREMENT AND SUPPLY CHAIN MANAGEMENT BEST PRACTICES COURSE

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BEST INNOVATIVE ACCREDITED TRAINING PROVIDER

'Implementing High Performance Strategies in Purchasing and Supply Chain Management'

JHB: 26 - 28 JANUARY 2022, APOLLO HOTEL, PRETORIA: 23 - 25 FEBRUARY 2022, MANHATTAN HOTEL, DURBAN: 23 - 25 MARCH, BLUE WATERS HOTEL



Procurement Workflow Process

COURSE OBJECTIVES

Participants attending the seminar will:

- Review the meaning of strategic procurement
- Be given examples of best practices in procurement and the supply chain
- Review how to obtain best pricing
- Be taught how to develop spend analysis
- Develop a functional and cross functional view of the supply chain
- See that better working with all of the supply chain players pays
- Consider Key Performance Indicators (KPI's)

ORGANIZATIONAL IMPACT

The organisation will benefit by:

- Higher productivity of personnel involved in procurement activities
- Better outcomes in transactions with contractors and suppliers
- Reduced total cost of materials & services
- Better integration between internal functions
- Improved contractor/supplier performance
- Succeed in improving operations

PERSONAL IMPACT

Attendees will gain by participation in this seminar as a result of:

- Increased skill sets
- A greater ability to lead, plan, and manage the procurement and supply chain process
- A greater sense of professionalism and being able to contribute to the organisation
- Increased recognition from the organization due to improved personal performance
- Be able to understand, recall and apply improvements after the seminar for work based application
- Applying best in class practices

TARGET AUDIENCE

- Contracts, Purchasing, and Procurement personnel
- Project, Engineering, Operational, and Maintenance, personnel who are involved in the planning, and execution of purchases and contracts
- Supply, Buying, Purchase, Logistics, Materials and Supply Chain Professionals
- All involved in the acquisition of materials, equipment, and services and who are in organizations whose leadership want high levels of competency in those involved in these activities
- Those who need to develop their limited understanding about Logistics and Supply Chain Management
- Those who are looking for business gains and benefits from managing their supply chains more effectively
- This course is ideal for contract managers or persons employed in the role of managing contracts to fulfil their responsibilities in an effective way.
- Commercial Managers
- College and University Lecturers
- Legal Officers/Company Secretaries
- Risk Managers/Officers
- Financial Controllers
- Accountants
- Export Managers
- Contractors
- Contract Managers
- Buyers
- Anyone involved in Procurement
- Purchasing or sourcing managers
- Vendor or product evaluation / selection managers
- Project Managers
- Supply Chain Managers
- SCM Practitioners
- Human Resources Practitioners
- Tender Committees
- Contract Administrators



REGISTER NOW

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Course Overview

The development and implementation of carefully crafted strategies for the acquisition of all materials, goods, equipment and services has become a critical issue in all organizations wishing to reduce operating cost while improving quality and productivity. This course explores key concepts forming the basis of procurement and supply chain management and moves through leading edge issues that confront organizations today.

This fast paced course is designed for those wanting to develop high performance purchasing and supply chain organizations as we will in this course:

- ✚ Achieve a thorough understanding of what is the best practice
- ✚ Establish the mission, vision, and knowledge needed to successfully implement the processes and methods needed to reach world-class performance
- ✚ Provide an overview of the key drivers involved when viewing supply chains from a logistics/demand point of view
- ✚ Explain what procurement and supply chain management are fundamentally about so that delegates are able to apply key techniques in controlling cost, time and the movement of goods and materials to customers and users
- ✚ Provide practical skills to take back to the workplace to enable delegates to change current methods and activities and work better with all supply chain players

COURSE OUTLINE

Day One

Module I-Procurement Best Practices

Seeing Procurement as a Dynamic, Interactive System

- ✚ The System Approach vs. the traditional Functional Approach
- ✚ What is the goal of Procurement?
- ✚ Developing the Strategic Procurement Plan
- ✚ An overview of the procurement process
- ✚ Procurement as part of the Supply Chain

Developing the Strategic Procurement Decisions

- ✚ Make/buy decision
- ✚ Vertical integration
- ✚ Alliances and partnerships
- ✚ Inter-company trade
- ✚ Reciprocity and counter trade
- ✚ Supplier strategy
- ✚ The coordination strategy
- ✚ The Purchasing organisation

Implementing the Tactical Procurement Decisions

- ✚ Supplier involvement
- ✚ Value analysis
- ✚ Quality Assurance
- ✚ Supplier selection
- ✚ Supplier rating and ranking
- ✚ Contract management
- ✚ IT systems and e-Procurement
- ✚ Policies and procedures
- ✚ Staffing the Procurement Department

Day Two

Dealing with Operational Procurement Decisions

- ✚ Selecting the most appropriate ordering process
- ✚ Addressing quality issues
- ✚ Follow up
- ✚ Overdue orders
- ✚ Expediting
- ✚ The payment process
- ✚ Reducing the cost of procurement: small value purchase orders

Contingency Procurement Decisions

- ✚ The different contingency situations
- ✚ Contingency management

Procurement Performance Measurement

- ✚ Spend analysis
- ✚ Total cost of ownership
- ✚ Supplier performance measurement

Module II-Logistics and Supply Chain Management

Understanding Logistics and the Supply Chain

- ✚ Definitions of logistics and Supply Chain management
- ✚ History and the development
- ✚ Understanding the Supply Chain dynamics
- ✚ International and Global logistics
- ✚ Supply Chain Operations Reference Models (SCOR)
- ✚ The Theory of Constraints (TOC)

Day Three

Transportation Economics

- ✚ The Role of Transportation in Logistics
- ✚ Management Key Decisions
- ✚ Types of mode or intermodal system
- ✚ International Commercial Terms in transportation and the liabilities
- ✚ Documentation in transportation
- ✚ Hazardous materials transportation

Performance, Risk and Warehouse Management

- ✚ Key performance indicators (KPI)
- ✚ Warehouse Management:
 - ✓ Role in the Supply Chain
 - ✓ Flows
 - ✓ Equipment selection
- Supply Chain risks:
 - ✓ Operational
 - ✓ Inventory
 - ✓ Exchange rates
 - ✓ Financial
 - ✓ Disruption
 - ✓ Security

Procurement in Supply Chain

- ✚ The difference between Procurement and Purchasing
- ✚ What is the role of Procurement and Purchasing?
- ✚ Support Operational Requirements
- ✚ Manage the Procurement Process and the Supply Base
- ✚ Develop Strong Relationships with Other Functional Groups
- ✚ Team Roles and responsibilities

Inventory Management

- ✚ Statistics in inventory management
- ✚ Financial in inventory management
- ✚ Selective inventory control management
- ✚ Understanding Inventory status
- ✚ Reducing excess and obsolete inventory
- ✚ Improving the organisation's logistics and supply chain