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SUPPLY CHAIN PROCUREMENT CERTIFICATE

Supply Chain Procurement Certificate - Overview

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Session Title:Fundamentals of Procurement

Objectives:

1. Define and compare purchasing to procurement.
2. Describe the types of materials purchased.
3. List at least two objectives for tactical buying.
4. Compare tactical buying to strategic sourcing.
5. Compare centralized and decentralized purchasing.
6. Compare the roles of planner/buyer and buyer.
7. List seven steps in the purchasing cycle.
8. Quantify the financial impact of purchasing.
9. List at least two objectives for procurement.
10. Using the purchasing classification matrix, compare the commodity category versus strategic category.

Topics:

Fundamentals of Procurement - Overview

Purchasing to Procurement

- Procurement Basics
- Purchasing to Procurement
- Purchasing as Integral to Supply Chain Management
- Materials and Supplies Purchased
- Services Purchased

Tactical and Strategic

- Tactical Purchasing Objectives
- Tactical Buying
- Purchasing Functions
- Tactical and Strategic
- Tactical Buying versus Strategic Sourcing
- Organizational Design Considerations
- Centralized versus Decentralized
- Various Roles within Purchasing

Purchasing Cycle

- The 7 Steps in the Purchasing Cycle
- Purchasing Cycle Step 1: Requisition and Specification
- Purchasing Cycle Step 2: Source and Obtain Pricing
- Purchasing Cycle Step 3: Financial Impact of Purchasing
- Purchasing Cycle Steps 4-7: Agreement, Follow Up, Acceptance, and Approval

Procurement

- Procurement Objectives
- Anatomy of Procurement Strategy
- Procurement Strategy: Environmental Scanning
- Procurement Strategy: Organizational Structure
- Procurement Strategy: Inventory Strategy
- Procurement Strategy: Supplier Relations
- Procurement Strategy: Technology Enablers
- Procurement Strategy: Performance and Continuous Improvement

Interview: Fundamentals of Procurement

Fundamentals of Procurement - Summary

Session Title:
Sourcing Strategies

Objectives:

1. List at least two additional activities in strategic sourcing compared to traditional sourcing.
2. Name the five steps in the sourcing process and differentiate what activities in each step is
3. considered strategic sourcing.
4. Develop a cost-avoidance analysis.
5. Distinguish between different types of supplier relationships.
6. Define supplier relationship management (SRM).

Topics:

Sourcing Strategies - Overview

Strategic Sourcing

- Sourcing and Strategic Sourcing
- Strategic Sourcing Objectives
- Strategic Sourcing Activities
- Sourcing Process Steps
- Make-or-Buy Decision
- Cost Avoidance Analysis Training Exercise
- Spend Analysis
- Spend Analysis Documents

Suppliers

- Supplier Relationships
- Sourcing Alternatives
- Supplier Scoring and Assessment
- Supplier Selection Cost Comparison
- Categories of Supplier

Pricing

- Overview of Pricing
- Break-Even Analysis
- Discounts
- Purchase Quantity Discount
- Negotiation Objectives
- Design Collaboration
- Advantages of Collaborative Supplier Involvement

Supplier Relationship Management

- Supplier Relationship Management (SRM)
- Traditional Purchasing versus SRM
- Benefits of Supplier Relationship Management
- Implementing SRM Strategy

Video Interview: Sourcing Strategies

Sourcing Strategies – Summary

Session Title:**Purchase Order Management and Performance Measurement**

Objectives:

1. List the five steps in the purchase order flow.
2. List the two steps in the purchasing cycle that are not included in the purchase order flow.
3. Compare static to dynamic database files.
4. Calculate MRP using inventory data provided.
5. Define vendor-managed inventory (VMI) process.
6. List one step in the purchase order flow that is not included in the procure-to-pay cycle.
7. List the five components of a SRM system.

Topics:

Purchase Order Management and Performance Measurement - Overview

Purchase Requisition

- Purchase Order Flow
- Visual Purchasing Policies
- Purchase Order Flow Step 1: Generate Requisition
- Data Maintenance — Static and Dynamic Database Files
- Material Requirements Planning
- MRP Purchase Order Actions
- Purchasing Kanban
- Supplier Kanban Example
- Order Point and Periodic Review
- Budgeted versus Unexpected Requirements

Purchase Order Management

- Purchase Order Flow Step 2: Issue Purchase Order – Ordering Approaches
- Vendor-Managed Inventory (VMI)
- Purchasing Process Methods
- Timing of Purchases
- Transportation Mode Decision
- Purchase Order Flow Step 3: Follow Up – Status Reporting
- Purchase Order Flow Step 4: Receiving and Order Close-Out
- Purchase Order Flow Step 5: Approve Payment

Purchasing Performance Measurement

- Purchasing Performance Measurement
- Global Sourcing
- Effect of Technology and the Internet on Purchasing
- Internet-Enabled Purchasing Components
- Supplier Relationship Management (SRM)
- SRM Services
- SRM Processing
- Portals and Auctions

Video Interview: Purchase Order Management

Purchase Order Management and Performance Management - Summary

Session Title:

Contract Management and Negotiations

Objectives:

1. List the five steps in the purchase order flow.
2. List the two steps in the purchasing cycle that are not included in the purchase order flow.
3. Compare static to dynamic database files.
4. Calculate MRP using inventory data provided.
5. Define vendor-managed inventory (VMI) process.
6. List one step in the purchase order flow that is not included in the procure-to-pay cycle.
7. List the five components of a SRM system.

Topics:

Contract Management and Negotiations - Overview

Contract Management

Contract Defined

Phases of Contract Management

Contract Performance

ERP System Functionality and SRM for Contract Management

Dispute Resolution

Negotiations - What to Negotiate

Negotiation Objectives - What Is negotiated

Agreements Drive Negotiations

Value and Risk

Pricing

Terms and Conditions - Specific to Contract

Terms and Conditions - Generic

Terms and Conditions - Legal Clauses

Negotiations - How to Negotiate

Negotiations - How to Negotiate

Grasp the Situation

Five Forces of Competition

Culture

Procurement Classification Matrix and SWOT Analysis

PDCA Framework

Plan - Overview

Topics to be Negotiated

Influences during Negotiations

Negotiating Style

Negotiation Tactics

Simulate, Practice, and Send Agenda

Do - Overview

Successful Negotiators

Check - Overview

Action - Overview

Interview: Negotiations

Contract Management and Negotiations - Summary

Session Title:**Sustainability and Ethical Sourcing**

Objectives:

1. Explain the benefits of utilizing sustainable procurement principles and practices.
2. Explain the Triple Bottom Line.
3. List the 10 principles of the UN Global Compact.
4. List methods for using sustainability in product design.
5. Give examples of supplier sustainability criteria, including economic, social and environmental actions.
6. List elements of sustainable packaging.
7. Define why it is important for procurement professionals to act and source in an ethical manner.
8. Explain the use of diversity in ethical sourcing.

Topics:**Sustainability and Ethical Sourcing – Overview***Sustainability Principles*

- Introduction to Sustainability
- Sustainable Supply Chain Management
- Sustainable Procurement
- Triple Bottom Line
- Sustainability Principles
- Carbon Footprint and Waterprint
- Corporate Social Responsibility

Guidelines and Standards

- Sustainability Guidelines and Standards That Influence Procurement
- Global Reporting Initiative
- Recognized Standards in Procurement: ISO
- Other Recognized Standards in Procurement

Application of Sustainability in Procurement

- Applying Sustainability to Procurement Activities
- General Procurement Sustainability Guidelines
- Sustainable Sourcing of Products and Services
- Sustainability Activities with Suppliers
- Working with Suppliers on Packaging
- Sustainable Procurement Logistics Activities
- Organizational Activities for Procurement
- Implementation of Sustainable Procurement
- Prioritizing Products and Services
- Sustainable Procurement Trade-offs
- Sustainable Procurement Success Criteria

Ethical Sourcing

- Ethics within the Procurement Function
- General Ethics Issues
- Ethical Sourcing
- Diversity in Sourcing
- Conflict Minerals
- Code of Conduct
- Legislation related to Sourcing Practices
- Benefits of Ethical Sourcing
- Steps to Ensure Ethical Behavior and Sourcing
- How to Begin an Ethical Sourcing Initiative

Interview: Sustainability**Sustainability and Ethical Sourcing – Summary**

Session Title:Procurement Evaluation Metrics and Intelligent Supply Chain

Objectives:

1. Discuss the importance of metrics within procurement.
2. Develop procurement metrics for the procurement area and suppliers.
3. Know how to use benchmarking and discuss the benefits.
4. Describe the elements of balanced scorecards.
5. Identify sustainability measurement criteria.
6. Develop a supplier rating system for evaluating suppliers.
7. Describe the use of blockchain technology.
8. Understand the different types of advanced analytics.
9. List different kinds of artificial intelligence.

Topics:

Procurement Evaluation Metrics and Intelligent Supply Chain - Overview

Procurement Evaluation Metrics

- Introduction to Procurement Evaluation Metrics
- Using Measurements in Procurement
- Steps to Implement a Procurement Metrics Program
- Challenges for Measurement Systems
- Benchmarking and KPIs
- Key Performance Indicators (KPIs)

SCOR and ASCM Enterprise

- SCOR and SCOR metrics
- ASCM Enterprise Certification

Procurement and Supplier Metrics

- Internal Procurement Metrics
- Sustainability Metrics
- Environmental Metrics
- Social Responsibility Metrics
- Supplier Metrics
- Supply Chain Metrics
- Types of Supplier Metrics
- Performance Results and Audits
- Supplier Certification

Intelligent Supply Chain

- Intelligent Supply Chain
- Role of Information in the Management of the Supply Chain
- Cloud Computing, Big Data, Control Towers, and Artificial Intelligence
- Advanced Analytics
- Inter-organizational Systems
- Blockchain and Internet of Things (IoT)
- Supply Chain Event Management
- Intelligent Supplier Collaboration and Interaction
- Intelligent Supply Chain Logistics
- Other Supply Chain Technology and Trends

Interview: Procurement Evaluation Metrics

Procurement Evaluation Metrics and Intelligent Supply Chain - Summary

Title:

Test: Supply Chain Procurement Certificate

Information:

Passing score: 70%

Questions: 72

12 questions per session

- Fundamentals of Procurement
- Sourcing Strategies
- Purchase Order Management and Performance Measurement
- Contract Management and Negotiations
- Sustainability and Ethical Sourcing
- Procurement Evaluation Metrics and Intelligent Supply Chain
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About ASCM

The Association for Supply Chain Management (ASCM) is the global leader in supply chain organizational transformation, innovation and leadership. As the largest non-profit association for supply chain, ASCM is an unbiased partner, connecting companies around the world to the newest thought leadership on all aspects of supply chain. ASCM is built on a foundation of APICS certification and training spanning 60 years. Now, ASCM is driving innovation in the industry with new products, services and partnerships that enable companies to further optimize their supply chains, secure their competitive advantage and positively impact their bottom lines.

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