

# Procurement and Supply in Practice [L4M8]

**Target Audience:** If you have over 2+ years of relevant experience in a business environment, our Level 4 Diploma will be for you. You'll develop the technical skills, knowledge and competencies employers are looking for.

**Hours:** 120 Hours

**Pre-requisite:** Basic understanding of how supply chain works. This is the third entry level qualification, there are no formal entry requirements. 1.0 Demonstrate the application of the procurement cycle

## 1.1 Apply the key stages of the procurement cycle to the practical procurement and supply environment

The practical application of the CIPS

Procurement Cycle:

- Defining business need,
- Market analysis and testing,
- Supplier evaluation,
- Tendering processes,
- Supplier and stakeholder management

## 2.0 Demonstrate the application of the key stages of the sourcing process

2.1 Apply the key stages of the sourcing process to the practical procurement and supply environment

Stages of the sourcing process:

- Creation of contract terms,
- Supplier selection,
- Contract award
- Contract or supplier management

## 3.0 Demonstrate the application of whole life asset management

3.1 Apply whole life asset management to the practical procurement and supply environment

- Include all costs – purchase price through to disposal and end-of-life
- Hidden costs – global sourcing, risks associated with extended supply chain
- Only develop for larger purchases
- Ensure senior management support
- Cross functional support – ensure access to data
- Team working – reduce data collection time
- Decommissioning
- Removal or disposal processes
- Legal aspects – waste management

## 4.0 Demonstrate the application of ethical and responsible sourcing within an organisation

### 4.1 Apply ethical and responsible sourcing to the practical procurement and supply environment

- Bribery, Corruption, Fraud, Human rights, Modern slavery
- Application of the CIPS Code of Conduct
- Ethical codes of practice
- Environmental factors
- Supporting information on ethical practices in supplier quotations and tenders
- Supplier monitoring and KPIs
- The triple bottom line – profit, people and planet
- Adopt sustainable practices, standards and specifications in the supply chain
- Consider the social impact of the organisation's behaviours.
- Expand reporting frameworks to include ecological and social performance