Certified Purchasing Professional (CPP) – Course

Hours: 24 Hours

Course Overview: The Certified Purchasing Professional (CPP) program is designed to equip procurement and supply chain professionals with the essential skills and knowledge required for effective purchasing, negotiation, supplier management, and procurement strategy. This course provides a comprehensive understanding of purchasing best practices, cost management, contract administration, and ethical considerations in procurement. Participants will gain practical insights through case studies, discussions, and real-world examples.

Participant Involvement: The course emphasizes active learning through discussions, case studies, interactive exercises, and feedback sessions to ensure engagement and practical application of concepts.

Course Modules

Module 1: Introduction to Purchasing & Procurement

1.1 Understanding Procurement & Purchasing

1.2 Objectives and Importance of Purchasing

1.3 Procurement vs. Purchasing – Key Differences

1.4 Role of Purchasing in Supply Chain Management

Module 2: Procurement Planning & Strategy

2.1 Procurement Strategy & Its Impact on Business Success

2.2 Spend Analysis & Cost Optimization

2.3 Supplier Market Research & Category Management

2.4 Procurement Policy Development

Module 3: Supplier Selection & Relationship Management

3.1 Identifying and Evaluating Suppliers

3.2 Supplier Qualification & Onboarding

3.3 Building Long-Term Supplier Relationships

3.4 Supplier Performance Measurement & KPIs

Module 4: Negotiation Skills for Procurement Professionals

4.1 Fundamentals of Effective Negotiation

4.2 Negotiation Planning & Strategy Development

4.3 Handling Difficult Suppliers & Conflict Resolution

4.4 Case Studies on Procurement Negotiation

Module 5: Purchasing Contracts & Legal Aspects

5.1 Understanding Procurement Contracts

5.2 Key Contract Terms & Clauses

5.3 Risk Management in Procurement Contracts

5.4 Legal & Ethical Considerations in Procurement

Module 6: Cost & Value Management in Purchasing

6.1 Understanding Total Cost of Ownership (TCO)

6.2 Cost Reduction Strategies in Procurement

6.3 Value Engineering in Purchasing Decisions

6.4 Cost-Benefit Analysis in Procurement

Module 7: Ethical & Sustainable Procurement Practices

7.1 Ethical Procurement & Corporate Social Responsibility (CSR)

7.2 Sustainable Sourcing & Green Procurement

7.3 Compliance with Global Procurement Standards

7.4 Anti-Corruption & Fraud Prevention in Purchasing

Module 8: Inventory & Supply Chain Risk Management

8.1 Inventory Control & Demand Forecasting

8.2 Mitigating Supply Chain Disruptions

8.3 Supplier Risk Assessment & Management

8.4 Lean & Agile Procurement Techniques

Module 9: Technology & Digital Transformation in Procurement

9.1 E-Procurement & Digital Tools

9.2 Future Trends in Procurement Technology

9.3 Blockchain & Smart Contracts in Procurement

Module 10: Performance Measurement & Continuous Improvement

10.1 Key Performance Indicators (KPIs) in Purchasing

10.2 Procurement Process Improvement Techniques

10.3 Benchmarking & Best Practices in Procurement

10.4 Implementing a Continuous Improvement Plan