

An important message  
for current and future  
purchasing & supply  
professionals

Join the Global Network!



*Based on  
ITC's*

**Modular Learning System**

An initiative supported by the  
International Trade Centre  
and a global network of training institutions

# “Buying into Competitiveness”

*A new initiative too costly to miss!!*

MLS

Sign up to global knowledge in Supply Chain Management®

*...and get ready for success!*



What is it all about?

Join our winning  
TEAM!



Did you know that a global network of training institutions is now offering a new series of professional development programmes for current and future purchasing & supply specialists?

These programmes – which can lead you to obtaining an International Certificate or Diploma in Supply Chain Management® (SCM®) – are based on the *Modular Learning System (MLS)* developed by the International Trade Centre (ITC). The ® symbol signifies the power of purchasing, one key element of this programme.

Based in Geneva, Switzerland, ITC is the focal point UN technical co-operation agency in the area of international trade promotion & development.

Professional institutions in many countries around the world today recognise the certificates and diploma... and the number is growing!

Practical & user-friendly  
training programmes...

This is more than just another course! These user-friendly, practical and impacting programmes cover all aspects of the supply chain, and will help you to take advantage of new opportunities, reduce your enterprise's total purchasing & supply costs and make optimum use of your available resources.

They will give you the tools and techniques needed to develop innovative new approaches to supply chain management and excel in an environment of global competition. These programmes will help you to make an immediate and substantial contribution to your company's profitability.

This is what we mean by “Buying into Competitiveness”...

...for managers &  
specialists

These programmes are aimed at present and future managers and specialists responsible for purchasing and supply chain management, particularly in private enterprises ranging from large corporations to SMEs.

...based on ITC's MLS-  
SCM®

Climb the ladder  
of success



The MLS-SCM® is a regularly updated series of training pack covering all stages in the purchasing and supply management process.

The MLS-SCM® is used exclusively by a network of highly qualified ITC partner institutions across the world. The professional trainers at these institutions will guide you and ensure that you get the best possible value for your money. This means that wherever you follow the programme, you will get the same learning value.

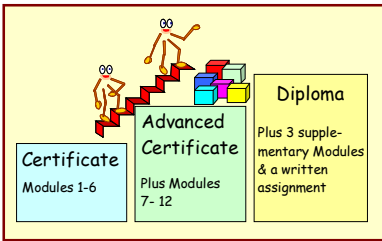
If you join our training programmes, you will discover that learning can not only be profitable... but also enjoyable!

Become a member of the  
International Learning  
Network!

In addition to the high quality of the MLS-SCM®-based training, once you have finished the required cycle of MLS-SCM® modules and completed the corresponding exams and other requirements – you will qualify for the International Certificate, Advanced Certificate or Diploma in Supply Chain Management®. These new professional qualifications are accredited by ITC and by the participating network of institutions worldwide.

To obtain the first level **Certificate**, you must complete and take exams covering six of the modules. If you prefer to go for the **Advanced Certificate**, you must complete and take exams for all twelve core modules.

To obtain the **Diploma**, you must not only complete the twelve core modules, but also three supplementary modules and an assignment report of 5,000-6,000 words.



To qualify for these professional qualifications, you must have at least a high school or vocational school diploma and proficiency in English, Spanish, Chinese, French, Arabic or Russian. Desirable optional requirements are a university degree and/or at least some working experience in purchasing & supply. Contact your national network member institutions for further details.

If you are not seeking a professional qualification, you can nevertheless follow whichever module training you consider will help you improve your work performance in your enterprise.

Joining this programme will make you a member of the *International SCM<sup>®</sup> Learning Network*, with access to its supporting website. This will let you keep track of your progress, view the MLS-SCM<sup>®</sup>-related training resource materials that your local training institutions can offer to you, and follow the worldwide network's training news.

## The MLS-SCM<sup>®</sup> Modules



Ateneo de Manila University



Singapore Manufacturers' Federation



China Federation of Logistics and Purchasing



Industrial Enterprise Development Institute



Institute of Supply & Material Management Sri Lanka



Eritrean National Chamber of Commerce



Cameroon National Shippers' Council



Angola Chamber of Commerce



Kenya Institute of Supplies Management



Camara Nacional de Comercio y Servicios del Uruguay



Universidad Privada Boliviana



Pacific Islands Forum Secretariat



UniAndes School of Management

### Module 1 - Understanding the Corporate Environment

The corporate environment, including ownership and size, corporate culture, mission, goals, policies and strategy directly influence the way in which the purchasing & supply function is organised and operates. The objectives, policies and strategies of the purchasing & supply function must be aligned with those of the rest of the enterprise.

### Module 2 - Specifying Requirements & Planning Supply

Specifying what an enterprise needs to purchase – along with how much it needs and when and where it is required – is the first, critical step in the purchasing & supply process. It must be done correctly if the rest of the process is to be successful.

### Module 3 - Analysing Supply Markets

Knowing supply markets is the basis for understanding supply risks, opportunities and costs, and for making correct supply decisions. Monitoring and analysing supply markets helps the buyer to recognise how supply markets function and to compare and assess supply market options.

### Module 4 - Developing Supply Strategies

Supply strategy should be based on assessed requirements and supply market conditions. It will depend on the buyer's levels of expenditure and of the supply risks involved. Supply strategy involves considering issues such as: the number and types of suppliers to use, the type of supplier relationships to develop and of contracts to use, and which types of purchase operations (such as e-purchasing) to apply.

*(Continued overleaf).*

**Jump Start!** In order to obtain further information on MLS-SCM<sup>®</sup>-based training opportunities in your country, please contact:

#### BCaD Consulting Management

Tel: +251 (0) 11 840 08 36/37; Fax: +251 (0) 114661997; email: [bcad@ethionet.et](mailto:bcad@ethionet.et) and website: [www.aworks.com.et](http://www.aworks.com.et); P.O.Box 11194, Addis Ababa, Ethiopia

or: *MLS-SCM<sup>®</sup> Secretariat, International Trade Centre (ITC/UNCTAD/WTO) Palais des Nations, 1211 Geneva 10, Switzerland, tel: +41-22 730 0301, fax: +41-22 730 0328, e-mail: [ipscom@intracen.org](mailto:ipscom@intracen.org) Homepage: [www.ipscom-learningnet.net](http://www.ipscom-learningnet.net) & [www.intracen.org/ipsms](http://www.intracen.org/ipsms)*

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Mapics Consultancy



Indonesian Supply Management Development Centre



Mantech & ARC



Asociación Española de Profesionales de Compras, Contratación y Aprovisionamientos



School for International Business



BCaD-Consulting Management Helping SMEs to be globally competitive

BCaD-Consulting Management, Ethiopia



The Center for Training & Consulting



Centro de Desarrollo Industrial



Dhaka Chamber of Commerce & Industry



Institute of Trade Development



Prasetya Mulya Business School



Universiad ESAN



Indian Institute of Materials Management



Centre for Procurement Management



The Tutelage



Federation Nepalese Chambers of Commerce & Industry



Mongolian National Chamber of Commerce & Industry



Escuela de Ingenieria de Antioquia



FMM Federation of Malaysia Manufacturers



College of Business Administration for Managers



AfriLED



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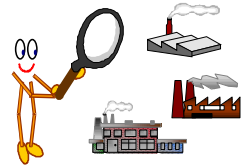
IPSCM Consult Tanzania



IPSCM Consult Tanzania

## Module 5 - Appraising & Short-listing Suppliers

Selecting the right supplier is the fundamental basis for effective purchasing & supply. Alternative suppliers must be located, screened, further researched and assessed using appropriate criteria that relate to the type of purchase that is being carried out. This will involve reviewing suppliers' motivation and capabilities, including their financial situation.



## Module 6 - Obtaining & Selecting Offers

Purchasing practice means knowing how to best obtain and select offers from suppliers. Depending on the type of purchase being made, different purchasing approaches and processes will be used (ranging from simple informal contacts to formal tendering). The method of evaluating offers will also vary depending on what is being bought.

## Module 7 - Negotiating

Negotiation starts with effective preparation, including setting realistic and achievable negotiation objectives and determining the best possible strategy to be used. Conducting the negotiation itself involves applying the arts of active listening and of questioning, and using appropriate tactics and persuasion techniques.

## Module 8 - Preparing the Contract

The contract specifies the buyer's and seller's main obligations, and determines the overall context under which the business relationship will be developed. It is important to understand which terms and conditions relate to the desired type of contractual relationship, and how to deal with issues such as applicable law, contractual default and the settlement of disputes.



## Module 9 - Managing the Contract & Supplier Relationships

Once a contract is signed, it is important to ensure its effective implementation and to successfully manage the relationship with suppliers. The various issues involved in managing the contract must be understood, as well as the roles and responsibilities of each side's contract management team.

## Module 10 - Managing Logistics in the Supply Chain

Managing logistics means dealing with the processes and operations of importation, internal distribution, scheduling and routing, the selection of transport partners, the choice of logistics equipment and packaging, and the implementation of improvements and cost reductions in the logistics process.

## Module 11 - Managing Inventory

Good management of inventories is essential to improving enterprise effectiveness. This involves optimising inventory levels, evaluating opportunities to reduce variety of supplies and holding costs, achieving high levels of internal and external customer service, minimising stock error rates and achieving international standards of traceability and quality.

## Module 12 - Measuring and Evaluating Performance

Evaluating purchasing and supply performance requires identifying which measurements are best suited to a company's needs. It involves collecting, analysing and interpreting evaluation data, and using this information to improve purchasing & supply effectiveness and efficiency.



## Supplementary Modules – Environmental Procurement, Group Purchasing, E-procurement & more...

These are issues that cut across the supply chain, or specialised subjects of particular importance to a company's purchasing & supply function.



### Link up NOW

Please complete the form below and return it to BCaD-Consulting Management. We will be pleased to send you more information and to welcome you to our *International SCM® Learning Network*.

Name : \_\_\_\_\_ Job Title: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Country: \_\_\_\_\_ E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Work experience: \_\_\_\_\_

Subjects/Modules of Interest: \_\_\_\_\_

