


IPSCM

INTERNATIONAL PROFESSIONAL CERTIFICATION PROGRAM
IN PURCHASING AND SUPPLY CHAIN MANAGEMENT



A practical, continuously updated and supported development pack that can help you to make effective international purchasing and supply chain management become a key factor for your company's competitiveness and success.



International
Trade
Centre

INTERNATIONAL PROFESSIONAL CERTIFICATION PROGRAM IN PURCHASING AND SUPPLY CHAIN MANAGEMENT

The Modular System (MLS) on International Purchasing and Supply Chain Management (IPSCM) is a joint collaboration in international Certification Program with International Trade Center (ITC-UNTAC/WTO) and Prasetiya Mulya Executive Learning Institute. ITC is the focal point institution in the UN system providing technical cooperation to developing countries and economies in transition in the area of international trade promotion and development.

Method

This program is divided into 18 high quality and comprehensive modules that covers all stages in the purchasing and supply management process. Those 18 modules would be divided into three cycles: International Certificate, International Advanced Certificate and International Diploma.

International Certificate in PSCM, Module 1-6

1. Understanding the Corporate Environment
2. Specifying Requirement and Planning Supply
3. Analyzing Supply Markets
4. Developing Supply Strategies
5. Appraising and Shortlisting Suppliers
6. Obtaining & Selecting Offers

International Advance in PSCM, Module 7-12

7. Specifying Requirement and Planning Supply
8. Analyzing Supply Markets
9. Developing Supply Strategies
10. Appraising and Shortlisting Suppliers
11. Obtaining & Selecting Offers
12. Measuring and Evaluating Performance

International Diploma in PSCM, Module 13-18

13. Environmental Procurement
14. Group Purchasing
15. E-Procurement
16. Customer Relationship Management
17. Operations Management
18. Managing Finance Along The Supply Chains

INTERNATIONAL PROFESSIONAL CERTIFICATION PROGRAM IN PURCHASING AND SUPPLY CHAIN MANAGEMENT



Module: 1 – 6

6.30 - 9.30 PM
Every Tuesday & Thursday

17 Jan - 11 Apr 2017

Investment: IDR 21.000.000

7 Sept - 28 Nov 2017

Module 1 Understanding the Corporate Environment

This Module aims to explain the impact of the corporate environment on the purchasing & supply function of an enterprise, and to show how this function interrelates with the rest of the organization.

Module 2 Specifying Requirements & Planning Supply

This covers how to determine and specify all the different dimensions of what the enterprise needs to purchase.

It gives practical guidance and advice on developing purchase specifications and planning supply in an enterprise. It also explains the role of the purchasing and supply function and shows how its involvement in the specification and supply planning process varies depending of the type and importance of the purchase to be made.

Module 3 Analysing Supply Markets

This Module describes a methodology and various practical tools that enable you to analyse supply markets in a cost-effective manner. It shows you how to set priorities for your supply market analysis taking account of your company's situation. How supply markets function and their characteristics is also covered, and you will be guided through a process of appraising the risks and opportunities of specific market segments.

Module 4 Developing Supply Strategies

This Module focuses on how to develop supply strategies for your company's different categories of products and services.

Developing and using different supply strategies for different types of purchases will help you to spend your time and effort where it is most needed, and achieve the best results.

For example, once you have gone through this Module, you will know when – and for which types of purchases – to develop a strategic partnership with your supplier(s) and when it is better to spot buy or have a framework contract. Approaches such as joint ventures and internal provision are also covered.

Module 5 Appraising & Short listing Suppliers

This focuses on how to appraise suppliers for purposes of short-listing them as viable business partners for your company.

Working with the best possible suppliers is essential for your enterprise, particularly when you are purchasing items that are critical to its operations, or involve a high degree of supply risk or of expenditure. Knowing how to identify such suppliers – and to assess their relative capabilities and degrees of motivation to do business with your company – will establish a firm foundation for you to develop productive supplier relationships over the long term.

This Module covers issues relating to the kinds of criteria that you can use for your appraisal, and how to locate, screen and further research suppliers that are likely to be the most appropriate. You will follow a methodology for measuring and rating potential suppliers against criteria that you have set, including their financial situation. You will also understand key follow-up issues to take into account once you have completed the short listing of your suppliers.

Module 6 Obtaining & Selecting Offers

This Module will show you how to best obtain and select offers from suppliers. This is perhaps one of the most important dimensions of purchasing.

It covers issues such as how many suppliers to invite to offer depending on the type of purchase. It also deals with what type of process to apply in different situations and how formal this process needs to be (e.g., formal tendering as opposed to requesting quotations). The art of evaluating the offers you receive is also explained, and two separate Annexes deal specifically with the formal tendering process in more detail.

Module 7 Negotiating

Being able to negotiate the best possible deals with your suppliers can mean the difference between success and failure. In this Module, you will learn how to prepare for, and conduct, a negotiation in a professional way. You will see how a well-prepared negotiation can substantially increase your chances of success, how to set realistic and achievable negotiation objectives and targets, and how to develop a negotiation strategy. The art of questioning, active listening and the use of tactics and different persuasion techniques is also explored.

As you work your way through this Module, you will realize that – unlike what many people think – good negotiation skills can be developed and improved and are not something we are born with.

Module 8 Preparing the Contract

This Module focuses on how the contract fits into the purchasing & supply process. It outlines the buyer's and seller's main obligations, and describes the overall context under which a contract is prepared. A number of specific terms and conditions are presented for various kinds of contractual relationships ranging from spot contracts to partnerships and joint ventures. It also covers a number of other topics essential to the preparation of a contract, such as Incoterms, applicable law, contractual default and how to avoid it, and the settlement of disputes.

Module 9 Managing the Supply Contract & Supplier Relationships

Once a contract is signed, it is important to ensure its effective implementation and to manage the relationship with suppliers successfully. This Module focuses on the main approaches to managing a contract, as well as the roles and responsibilities of the contract management team.

It covers issues such as setting up the contract management team, the various kinds of information to be included in a contract management plan, main indicators of contract performance and how to deal with risks. It also discusses contract review reports and meetings as well as how to deal with changes and variations in contracts.

The importance of good supplier relationship management is emphasized and advice is given on how to handle claims and resolving disputes. The main differences between operational and project contract management are also highlighted.

Methods of payment, financing and how to deal with exchange risks are also covered.

Module 10 Managing International Logistics

This Module examines the operational and strategic management of logistics and the role of logistics managers in improving the competitiveness of an enterprise. It explains the most important practical aspects associated with logistics management, including: importation, internal distribution, scheduling and routing operations, selection of transport partners, choice of logistics equipment and packaging, evaluating logistics performance and planning the implementation of improvements in the logistics process.

Through this Module, you will see how to optimise logistics performance levels, evaluate opportunities to reduce costs and minimise errors, and achieve international standards of logistics management in your supply chain.

Module 11 Managing Inventory

This Module examines the operational and strategic management of inventories and the role of inventory management in improving the competitiveness of an enterprise. It covers key aspects of warehouse design and operations, forecasting supply requirements, parts variety reduction, evaluating inventory practices and building an inventory management action plan.

Efficient management of inventories, is essential to reducing an enterprise's working capital requirements.

Module: 7 – 12

This Module will show you how to optimise inventory levels, evaluate opportunities to reduce holding costs and variety of supplies, achieve high levels of internal and external customer service, minimise error rates and achieve international standards of quality and traceability.

Module 12 Measuring and Evaluating Performance

Measuring and evaluating performance is a key area which must not be neglected, as it is the basis for continued improvement.

This Module will give you practical advice on what to measure and how to evaluate your purchasing and supply performance. It includes various examples of specific measurements which you could use or adapt to meet your own company's requirements. It also reviews the process of collecting, analysing and interpreting evaluation data, and of communicating and obtaining feedback on a performance evaluation.

Module 13 Environmental Procurement Group Purchasing

This Module is intended to give updated and comprehensive information on Environmentally Preferable Purchasing. It is primarily written for procurement officers, purchasing managers, logistics managers, project managers coming from private, government or non-profit organizations.

The module is designed not only to help learners on a cognitive level, but also on an affective and behavioural level. It is hoped that the discussion of concepts, principles, and case examples as well as the provision of tools and exercises will help learners actually apply what they learn to their particular organization.

Module 14 Group Purchasing E-procurement

Group purchasing schemes can bring significant benefits for both buyers and suppliers. This Module aims to explain the business case for Group Purchasing with a special focus on the potential for small and medium sized enterprises. It illustrates how a project team can prepare and plan a Group Purchasing scheme, criteria for choosing the most appropriate structure, how to start-up and start a scheme and manage Group Purchasing operations. The final part of the Module gives important tips about managing the development and growth of a scheme and evaluating its performance. It concludes with some case studies based on real schemes.

Module 15 E-procurement

This Module aims to provide you, the user, with an understanding of what e-procurement is, how it can be of value to purchasing organisations, and how to introduce it into a company. It guides you through the reasons why firms should develop an e-procurement strategy, and explains the various tools used for e-procurement. The Module provides a detailed, step-by-step guide to developing an e-procurement strategy, including an approach to evaluating the business and financial case for e-procurement in your company. It also sets out a methodical approach for selecting e-procurement solutions or choosing an e-procurement vendor, and provides advice on implementation.

Module 16 Customer Relationship Management

This Module aims to provide you, the user, with an understanding of what CRM (customer relationship management) is, its significance in the modern business environment, and its impact on the way enterprises perceive their customers. It sets out a framework model of CRM that highlights the three main customer-oriented competencies required to be a successful CRM enterprise. It provides practical guidelines that can be turned into immediate actions by any enterprise, and it sets out advice for the management of CRM programmes once they are established.

Module 17 Operations Management

The focus of this module is on fundamental principles and concepts that will enable you to gain a thorough understanding of operations management and to assist you in becoming a better manager. The module examines the impact and importance of operations management in organizations and the key role that it plays in improving productivity and competitiveness. The operations function is often at the heart of most organizations and interfaces closely with most other functional areas, notably Purchasing & Supply Chain Management and Marketing. Topics covered include Quality Management, Product and Process design, Facility Location and Layout, Operations Planning and Control and Supply Chain Management.

Module: 13 – 18

Module 18 Managing Finance Along The Supply Chain

The emphasis of this Module is on finance from the viewpoint of managing the supply chain, i.e. the management of money, banking, working capital, credit, assets & investments as well as other commercial activities relating to supply chain operations, including those involved in international trade and which facilitate exports and imports. This Module also looks at the substantial impact of supply chain management on the profitability of an organization and provides managers with the techniques to demonstrate how this impact can be achieved by reducing costs and obtaining the best financial solutions.



PROGRAM INFORMATION

Time and Venue

Every Tuesday & Thursday (6.30 - 9.30 P.M.)
Prasetiya Mulya University-Cilandak Campus
Jl. RA Kartini (TB Simatupang), Cilandak Barat Jakarta Selatan.

Information and Registration

- ✉ : information.eli@pmbbs.ac.id
registration.eli@pmbbs.ac.id
- ☎ : +62 21 7511140, 7511126 ext. 1009 - 1010
- 📱 : +62 818 0873 7773
- 🌐 : www.pmeli.ac.id
- 🕒 : 08:30 A.M. to 04:30 P.M. Monday to Friday

Payment

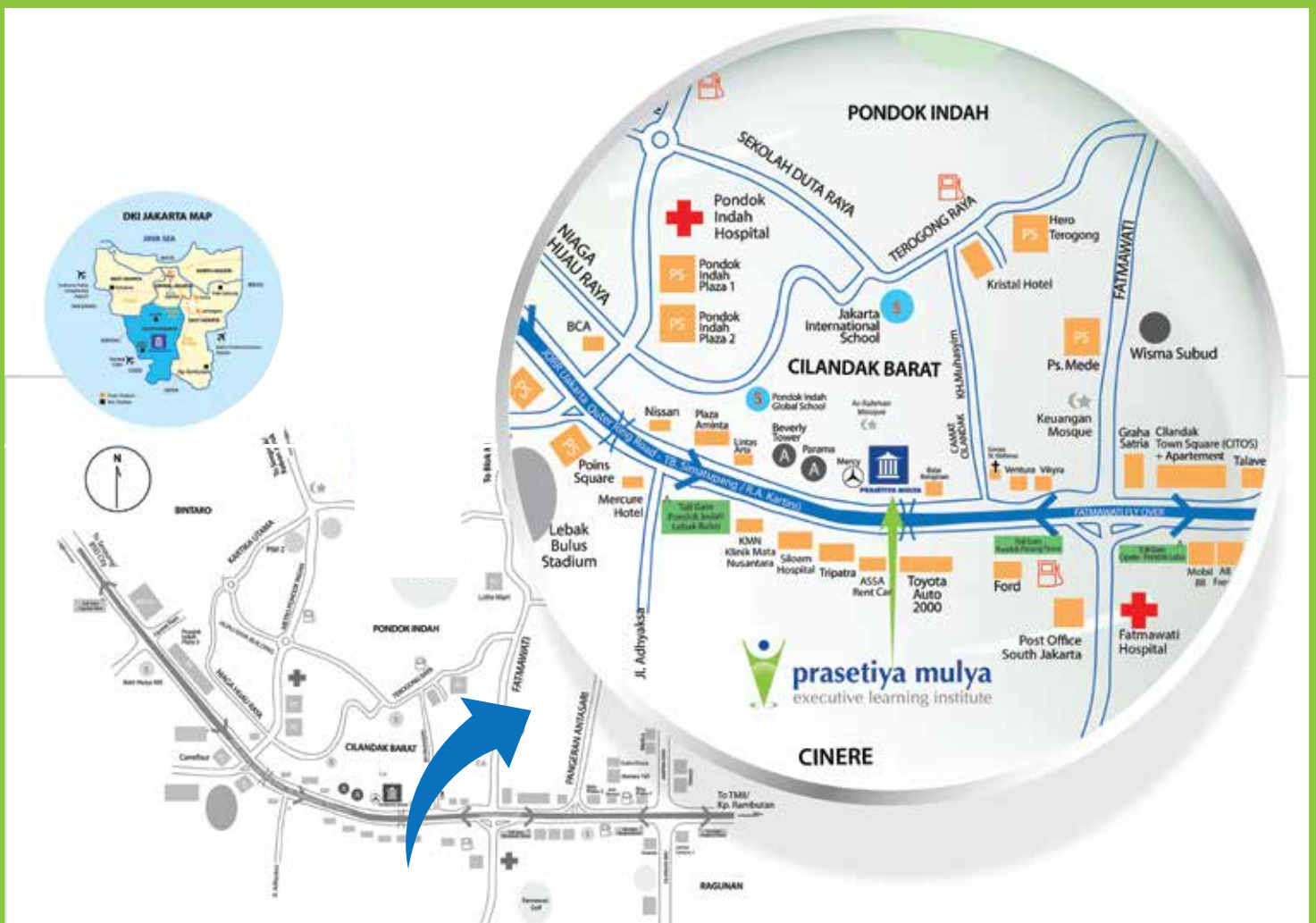
- No later than the program commencement
- No tax deduction
- Early Bird:
 - 7.5% deduction should the payments made 2 (two) weeks prior to the program commencement
- Please contact our Advisers for Prasetiya Mulya alumni and group special rate
- Please transfer to:
 - BCA, SCBD Equity Tower main branch office**
 - Acc no.: 006 321 2021 Tax Number: 01.367.159.9-062.000 on behalf of Yayasan Prasetiya Mulya
 - Bank Swift Code: CENAIDJA
- Please send copy of transfer payment with the complete information to:
 - Email: finance.eli@pmbbs.ac.id
 - Fax: +62 21 751 1143
- The investment includes: seminar kits, books (course book, work book & answer book), group photograph, dinner (available at 05.00p.m.-08.00p.m.) & refreshments, International Exam Fee, certificate, and free parking
- Cancellation Fee:
 - Three days or more prior to the program commencement, will be charged for 50% of the program tuition fee
 - All tuition fee is non refundable if cancellation made less than 3 days prior to the program commencement.

Prasetiya Mulya Executive Learning Institute may suspend, cancel or change the schedule of the implementation of Public Programs for reasons of particular importance, the fee paid will be refunded by the amount we have received.

LOCATION

The campus of Prasetiya Mulya Executive Learning Institute is strategically located in Cilandak Barat, South Jakarta, near the Jakarta Outer Ring Road, which connects SerpongBintaro, Jagorawi, Hankam-Cikunir, and Cikampek turnpikes. It is accessible by a wide range of public transportation. It takes 2 hours from SoekarnoHatta International Airport by car, and less than 1 hour from Blok M bus terminal.

Surrounding the campus are some shopping malls like CilandakTownsquare (CITOS), POINS (Giant), Carrefour, Mall Pondok Indah, and accommodations like Cilandak Apartments, Hotel Kemang, and Hotel Kristal.








Prasetiya Mulya Executive Learning Institute

Kampus Prasetiya Mulya, Gedung 2 #2203 Jl. R.A Kartini (TB. Simatupang), Cilandak Barat, Jakarta Selatan 12430

Telp. +62 21 7511140, +62 21 7511126 ext. 1009 - 1011
Hp. +62 81808737773 Fax. +62 21 7500460, +62 21 7511143
information.eli@pmbs.ac.id - www.pmeli.ac.id

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