

## **SSM 15 – REVIEWING YOUR PROCUREMENT STRUCTURE**

It is time for Procurement to move from the low value, transaction, and administrative focus to being the high value strategically focused organization that adds competitive advantage to the organization. Bringing competitive advantage means applying the best practices implemented by world-class procurement operations. The best procurement practices covered in this highly motivating seminar provide significant tactical and strategic value to the organization and strong recognition to the procurement function and those in it.

### ***WHO SHOULD ATTEND?***

Materials or Procurement Managers, Contracts and Procurement professionals, or any other Managers or Professionals interested in being a part of an organization that has knowledge of and is implementing Procurement Best Practices that improve the performance of not only the Procurement operation but also increased productivity of the entire organization.

### **Session 1 – Procurement Structure and Relationships**

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- Definition and overview of procurement
- The procurement process
- External relationships
- Internal relationships
- Procurement planning

### **Session 2 – Purchasing Operations and Activities**

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- Procurement systems and procedures
- Purchase planning
- Specifications
- Supplier selection
- The law of contract
- Setting up the contractual arrangements

### **Session 3 - Progress monitoring and control**

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- Expediting
- Receipt and inspection
- Vendor rating
- Supplier performance monitoring
- Supplier development
- Payment