



Mastering Ethical Procurement & Sustainable Supply Chain Training Course



AGILE LEADERS
Training Center



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Course Overview:

This course equips professionals with the essential skills needed to excel in the modern procurement and supply chain landscape. It emphasizes ethical procurement practices, sustainable sourcing techniques, and the critical importance of value for money in procurement decisions. Participants will explore sustainable supply chain management, ethical supply chain strategies, and procurement and supply ethics, focusing on applying ethical sourcing methods and codes of ethics to real-world procurement challenges. The course also covers vital areas such as supplier performance management, procurement value engineering, conflict of interest resolution, and zero defects in procurement. By the course's end, participants will master procurement operational performance, reduce procurement cycle times, and optimize sourcing processes to deliver sustainable procurement solutions that drive value across their organizations.

Target Audience:

- Procurement Managers
- Supply Chain Coordinators
- Sustainability Officers
- Purchasing Agents
- Procurement Analysts
- Supply Chain and Procurement Professionals looking to specialize in sustainable and ethical practices

Targeted Organizational Departments:

- Procurement and Purchasing
- Supply Chain Management
- Compliance and Ethics
- Corporate Social Responsibility CSR
- Quality Assurance
- Supplier Relationship Management

Targeted Industries:

- Manufacturing
- Retail
- Healthcare
- Technology
- Government and Public Sector
- Energy and Utilities
- Non-profit Organizations

Course Offerings:

By the end of this course, participants will be able to:

- Implement ethical procurement practices and ensure sustainable supply chain management.
- Develop and enforce codes of ethics in procurement.
- Analyze and improve procurement operational performance through supplier evaluation techniques.
- Address conflict of interest in procurement and ensure compliance with ethical standards.
- Measure and reduce procurement cycle times, ensuring timely delivery of high-quality supplies.

Training Methodology:

This course will utilize a blended learning approach, combining theoretical concepts with practical application. It includes case studies, group discussions, and hands-on exercises to optimize procurement. Interactive sessions will focus on conflict resolution and improving procurement performance. The training also features e-learning modules on ethical standards and sustainable supply chain strategies, along with group projects on sustainable procurement solutions and supplier performance management.

Course Toolbox:

- Detailed ebooks on ethical procurement practices
- Checklists for supplier performance management
- Templates for procurement and supply KPI development
- Case studies on sustainable sourcing techniques

Course Agenda:



Day 1: Introduction to Procurement and Supply Chain Fundamentals

- **Topic 1:** Understanding Different Sectors of Procurement and Supply
- **Topic 2:** Techniques to Achieve Added Value in Procurement
- **Topic 3:** Defining Value for Money in Procurement
- **Topic 4:** Applying the Five Rights to Procurement Products and Services
- **Topic 5:** Introduction to Lifetime Costs and Their Importance
- **Topic 6:** Identifying the Role of Efficiency and Effectiveness in Procurement Success
- **Reflection & Review:** Review of Procurement Fundamentals and Key Takeaways from Added Value Concepts

Day 2: Value for Money and Quality in Procurement

- **Topic 1:** Exploring Economies of Scale vs. Quality of Product/Service
- **Topic 2:** Value Engineering and Value Analysis Techniques
- **Topic 3:** Defining and Achieving Quality in Procurement
- **Topic 4:** Introduction to Quality Assurance and Zero Defects in Procurement
- **Topic 5:** Techniques for Assessing the Quality of Supplies Products and Services
- **Topic 6:** Securing Required Quantities within Required Timescales
- **Reflection & Review:** Key Strategies for Maximizing Value for Money and Ensuring Quality Standards

Day 3: Sourcing Processes and Supplier Management

- **Topic 1:** Establishing Procurement Needs and Liaison with Users/Customers
- **Topic 2:** The Make or Buy Decision and Its Role in Procurement
- **Topic 3:** Creating Effective Specifications for Products and Services
- **Topic 4:** Approaches to Surveying the Market and Supplier Appraisal
- **Topic 5:** Techniques for Inviting and Assessing Quotations and Tenders
- **Topic 6:** Measuring Supplier Performance and Utilizing E-Sourcing Technologies
- **Reflection & Review:** Insights into Sourcing Processes and Supplier Relationship Optimization

Day 4: Ethical Procurement and Codes of Conduct

- **Topic 1:** The Importance of the CIPS Code of Conduct in Procurement
- **Topic 2:** Promoting the Eradication of Unethical Business Practices
- **Topic 3:** The Role and Use of Codes of Ethics in Procurement
- **Topic 4:** Monitoring Stakeholders to Uphold Codes of Ethics
- **Topic 5:** Managing and Addressing Conflicts of Interest in Procurement
- **Topic 6:** Ensuring Compliance with Laws and Regulations in Ethical Procurement
- **Reflection & Review:** Ethical Considerations and Codes of Conduct in Procurement Practices



Day 5: Enhancing Operational Performance and Budget Control

- **Topic 1:** Recognizing and Improving Customer Service in Procurement
- **Topic 2:** Methods to Evaluate and Improve Customer and Stakeholder Satisfaction
- **Topic 3:** Measuring and Reducing Cycle Times for Sourcing Processes
- **Topic 4:** Analyzing Departmental Budgets and Understanding Variances
- **Topic 5:** Developing Action Plans for Performance and Budget Improvement
- **Topic 6:** Methods for Controlling Budgets and Mitigating Future Variances
- **Reflection & Review:** Final Review of Procurement Operational Performance and Budget Control Techniques

How This Course is Different from Other Courses:

This course stands out by integrating a complete focus on both ethical procurement practices and sustainable supply chain strategies. Unlike traditional procurement courses, this program emphasizes real-world application of CIPS ethical standards and provides participants with actionable insights into reducing procurement cycle times and optimizing sourcing processes. It also includes unique elements such as conflict of interest resolution and sustainable procurement solutions, ensuring that participants are well-prepared to address modern procurement challenges while upholding the highest ethical standards.



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Secretarial and Administration Training Courses



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