



DARE TO LEAD

Review Schedule: September 27, 2014 to April 25, 2015 / Saturdays / 8:00 AM to 12:00 NN
Review Fee: PhP45,360.00 VAT Inclusive (Members) / PhP49,840.00 VAT Inclusive (Applying Members)

Venue: PISM Training Center

Exam Date: December 6, 2014, February 21 & May 9, 2015

Exam Fee: USD329.00 per module (ISM Non-Member) / USD199.00 per module (ISM Member)

MODULE 1: FOUNDATION OF SUPPLY MANAGEMENT

Sept. 27 & Oct. 4, 2014 Section A. Contracting and Negotiation

- 1A1 Prepare solicitations for competitive bids, quotations, and proposals with pertinent specifications, terms and conditions.
- 1A2 Prepare for and develop strategies and tactics for negotiations, including definition of roles and responsibilities of team members.
- 1A3 Lead/conduct/support negotiations with suppliers to obtain desired results
- 1A4 Manage the preparation and/or issuance of contracts/purchase orders/agreements
- 1A5 Administer contracts/purchase orders from award to completion or termination

Oct. 11, 2014 Section B. Cost and Finance

- 1B1 Prepare and/or administer a supply management department budget
- 1B2 Develop cost management program strategies for purchases
- 1B3 Identify savings potential opportunities and strategies for specific categories through spend analysis
- 1B4 Perform cost/benefit analyses on acquisitions
- 1B5 Develop financing and leveraging strategies for purchases

Oct. 18, 2014 Section C. International

- 1C1 Identify and assess international markets to source goods and services
- 1C2 Develop international sources of materials and services
- 1C3 Develop and maintain documentation regarding cross-border transactions

Section D. Social Responsibility

- 1D1 Develop and act upon a code of business conduct for the supply management function and external suppliers
- 1D2 Establish and monitor environmentally responsible and compliant programs throughout the supply chain and life cycle
- 1D3 Implement, monitor and promote organizational and supply chain safety policies and procedures

Nov. 8, 2014 Section E. Sourcing

- 1E1 Analyze potential sources of goods or services
- 1E2 Evaluate competitive offerings to determine the overall best offer for a product/service
- 1E3 Plan and communicate sourcing and supply strategies based on forecasted data

Nov. 15, 2014

Section F. Supplier Relationship Management

- 1F1 Identify opportunities and benefits for rationalizing supply base
- 1F2 Develop/manage effective relationships with suppliers
- 1F3 Develop/implement a supplier diversity program
- 1F4 Develop new supplier qualification plans and reports to assure components, materials and suppliers meet specified requirements (regulatory, safety, reliability, quality)
- 1F5 Conduct supplier performance evaluations
- 1F6 Develop and execute supplier exit strategies

Nov. 22, 2014

PRACTICE EXAM 1

Nov. 29, 2014

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Dec. 6, 2014

FINAL EXAM 1

MODULE 2: EFFECTIVE SUPPLY MANAGEMENT PERFORMANCE

Jan. 10, 2015

Section A. Forecasting

- 2A1 Performance analysis and provide data on current and future and global/domestic market conditions, benchmarks and industry trends to management and/or user departments
- 2A2 Develop supply forecasts in light of economic, competitive, technology and market and currency trends and conditions that affect procurement
- 2A3 Manage forecasted data with suppliers

Section B. Logistics

- 2B1 Design/modify logistics facility layouts and equipment designs to support business model, increase productivity and lower operating costs.
- 2B2 Direct traffic/distribution policies and procedures to ensure optimum flow of material and consolidation of freight
- 2B3 Manage international transportation, invoicing and documentation functions to ensure corporate compliance with all governmental import, export, hazmat and airfreight regulations
- 2B4 Manage the resolution of delivery/receiving problems including freight loss and damage claims

Jan. 17, 2015

Section C. Materials and Inventory Management

- 2C1 Develop/implement a material and/or service standardization program
- 2C2 Develop/implement a warehouse and inventory management system
- 2C3 Coordinate and/or monitor the movement of equipment and assets within the organization
- 2C4 Develop, oversee and execute multichannel disposition plan for excess inventory and finished goods

Section D. Organization /Department Assessment

- 2D1 Monitor work against business plans and take action to resolve variances or adjusts plans as appropriate
- 2D2 Develop performance criteria and evaluate supply management staff performance
- 2D3 Develop tools and processes to measure, report and improve compliance with supply management policies
- 2D4 Analyze and resolve issues raised in supply management audit reports

Jan. 24, 2015

Section E. Planning

- 2E1 Implement or utilize requirements planning (xRP – e.g. ERP, MRP, MRP II, DRP, DRP II, WMS) to align supply management and operations activities to support organizational strategy
- 2E2 Develop, implement, maintain and monitor the forecasting, operations, planning, scheduling and inventory control functions to ensure optimum use of capacity and requirements

Section F. Product Development

- 2F1 Participate in product/service development or specification/requirement changes that support organizational merchandising and marketing efforts to meet customer needs
- 2F2 Manage ramp-up strategy and implementation to full-scale production for new product introductions

Jan. 31, 2015

Section G. Project Management

- 2G1 Perform project management activities representing the supply management organization
- 2G2 Implement a continuous improvement process within the supply chain in accordance with organizational objectives

Section H. Quality

- 2H1 Develop/administer a supplier certification program
- 2H2 Develop measurements for continuous quality improvement and target setting
- 2H3 Develop, measure and evaluate quality requirements to continuously improve supplier performance

Feb. 7, 2015

PRACTICE EXAM 2

Feb. 14, 2015

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Feb. 21, 2015

FINAL EXAM 2

MODULE 3: LEADERSHIP IN SUPPLY MANAGEMENT

Mar. 7 & 14, 2015

Section A. Leadership

- 3A1 Represent the supply management organization in decisions related to the organization-wide or project objective setting, budgeting, staffing and policies
- 3A2 Develop and implement business plans that will meet customer service, corporate profit, and return-on-equity goals
- 3A3 Develop, implement and monitor a strategic supply management plan and operating plan based on market conditions, business needs and available resources
- 3A4 Plan/develop/provide operating policies, guidelines and procedures, modify as necessary in order to achieve the optimal structure
- 3A5 Develop/implement changes to the organization's supply management policies as needed
- 3A6 Participate in company acquisitions, and/or mergers, and/or divestitures to assure the continuity of supply and capture synergy opportunities
- 3A7 Represent the supply organization in meetings with corporations, government agencies, professional associations and other organizations
- 3A8 Lead or participate in cross-functional and/or multifunctional teams (e.g., project management, process improvement, international teams)
- 3A9 Disseminate information and promote training related to supply management policies and procedures
- 3A10 Market the value of strategic sourcing and sourcing strategies and initiatives to management and internal customers

- 3A11 Evaluate the supply management organizational structure and modify as necessary in order to achieve the optimal structure
- 3A12 Hire, develop, retain, promote and/or dismiss supply management personnel
- 3A13 Supervise and lead human resources to achieve initiatives
- 3A14 Conduct/authorize job training for the professional development of the staff
- 3A15 Develop/manage/evaluate/measure relationships with internal departments
- 3A16 Develop/utilize criteria for evaluating supply management department performance
- 3A17 Conduct role design evaluation and potential job redesign requirements
- 3A18 Create and manage a succession plan, allocating work assignments in such a way as to provide career development and growth opportunities

Mar. 21 & 28, 2015

Section B. Risk and Compliance

- 3B1 Develop, implement and manage a risk profile and strategies in accordance with existing contracts, applicable laws, regulations and organizational policy
- 3B2 Develop and implement a risk management and/or claims management program (i.e., copyright violation, patent infringement, harassment)
- 3B3 Implement supply management processes in consideration of legal issues
- 3B4 Develop/implement/maintain a database/physical filing system of relevant information
- 3B5 Verify the existence, accuracy and completeness of relevant financial transactions and commitments to third parties
- 3B6 Assess risk from end of life-cycle issues in the marketplace and establish proper risk mitigation contingency plans for all components in the product
- 3B7 Manage and control the storage/disposal of hazardous/regulated materials and related documentation
- 3B8 Comply with programs that prevent and respond to discrimination or harassment

April 11 & 18, 2015

Section C. Strategic Sourcing

- 3C1 Establish and execute strategic sourcing plans, in congruence with organizational objectives and sourcing strategies
- 3C2 Establish and standardize strategic sourcing procedures and business process improvements
- 3C3 Identify, evaluate, select and implement technologies that support supply management functions throughout the organization
- 3C4 Leverage spend through identification, prioritization, development and execution of strategies
- 3C5 Conduct analysis to determine insourcing or outsourcing strategy
- 3C6 Create new systems and process improvements to help the organization meet sales goals

April 25, 2015

PRACTICE EXAM 3

May 2, 2015

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May 9, 2015

FINAL EXAM 3