

Certified CIPP/CIPM

*Milan (Italy)*

*25 - 29 November 2024*

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## Certified CIPP/CIPM

Code: SC28 From: 25 - 29 November 2024 City: Milan (Italy) Fees: 4400 Pound

### Introduction

This course is designed to equip participants with the knowledge and skills needed to efficiently and effectively manage procurement processes. The course covers topics such as supply chain management, procurement procedures, supplier negotiations, contract management, and international standards and best practices in procurement. This course is ideal for procurement and supply chain professionals aiming to enhance their job performance and advance their careers.

### Course Objectives

- Understand the fundamentals of procurement management and its importance in business.
- Develop effective negotiation skills with suppliers.
- Learn how to strategically evaluate and select suppliers.
- Enhance the ability to manage contracts and monitor supplier performance.
- Gain insights into modern strategies in procurement management and cost reduction.

### Course Outlines

#### Day 1

##### Procurement Basics

- Introduction to Procurement
- Strategic Role of Procurement Management
- Procurement Policies and Procedures
- Differences between local and international procurement.
- Supplier Selection Criteria
- Supplier Relationship Management

#### Day 2

##### Strategic Procurement Planning

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- Market Analysis and Organizational Needs
- Developing Strategic Procurement Plans
- Budgeting and Resource Allocation
- Developing Key Performance Indicators KPIs
- Using Strategic Planning Tools

### **Negotiation Strategies**

- Elements of effective negotiation.
- Negotiation techniques with suppliers.
- Preparing for procurement negotiations.
- Case studies on procurement negotiations.
- Handling conflicts in procurement processes.

### **Day 3**

#### **Effective Negotiation in Procurement**

- Principles and Basics of Negotiation
- Negotiation Strategies and Techniques
- Preparing Negotiation Plans and Scenario Analysis
- Managing Conflicts in Negotiations
- Post-Negotiation Evaluation and Follow-up

#### **Supplier Evaluation and Selection**

- Criteria for selecting suppliers.
- Evaluating the performance of current suppliers.
- Preparing Requests for Proposals RFPs.
- Analyzing bids and selecting the best supplier.
- Building long-term relationships with suppliers.

### **Day 4**

#### **Contract and Supplier Management**

- Contract Drafting and Basic Legal Terms
- Contract Management and Performance Monitoring
- Handling Issues and Disputes in Contracts
- Improving Supplier Performance
- Using Technology in Contract Management

#### **Contract Management**

A graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the board.

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- Key elements in commercial contracts.
- Managing contracts and monitoring their execution.
- Handling amendments in contracts.
- Evaluating performance against contractual terms.
- Effectively terminating contracts and minimizing risks.
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## Day 5

### Data Analysis and Supply Chain Management

- Introduction to Procurement Data Analysis
- Tools and Techniques for Data Analysis
- Data-Driven Decision Making
- Principles of Supply Chain Management
- Optimizing Supply Chain Processes and Reducing Costs

### Modern Procurement Strategies

- Current trends in procurement management.
- Sustainability and corporate social responsibility in procurement.
- Electronic procurement e-Procurement techniques.
- Data analysis and decision-making in procurement.
- Cost reduction while maintaining quality.

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