

NATIONAL COUNCIL FOR HIGHER EDUCATION

MINIMUM STANDARDS FOR COURSE OF STUDY

IN

**BACHELOR OF PROCUREMENT AND SUPPLY
CHAIN MANAGEMENT**

PROGRAMME LEARNING OBJECTIVES

By the end of the programme students will be able to:

- (i) Appreciate the history of procurement and supply chain management
- (ii) Define and relate the terminologies in procurement and supply chain management
- (iii) Link procurement and supply chain functions to other organizational functions
- (iv) Describe the environment in which procurement takes place
- (v) Explain and link the stages in the procurement and supply chain processes
- (vi) Cite the procurement and supply chain best practices
- (vii) Discuss the contract management process
- (viii) Identify the various procurement records
- (ix) Discuss the various approaches to sourcing and management of suppliers
- (x) Examine the international procurement process
- (xi) Discuss the application of electronic procurement
- (xii) Explain the procurement legal framework
- (xiii) Describe the procurement risk management processes
- (xiv) Examine the process of moving goods and services by organizations
- (xv) Discuss the principles and practices of storage and warehousing management
- (xvi) Explain the marketing and distribution systems
- (xvii) Examine relationship types within the supply chain
- (xviii) Examine the competitiveness of the procurement function in organizations

Programme structure

Year one: semester I	CH	CU
Procurement and Supply Chain: Theory and Practice	45	3
Principles of Management	45	3
Procurement and Supply Chain Processes	45	3
Year One: Semester II	45	3
Public Procurement Management	45	3
Procurement Legal Framework	45	3
Procurement in Project Environments	45	3
YEAR TWO: SEMESTER I	45	3
Procurement Records Management	45	3
Risk Management in the Supply Chain	45	3
International Procurement and the Supply Chain	45	3
YEAR TWO: SEMSTER II	45	3
Managing Relationships and Negotiations	45	3
Logistics Management	45	3
Human Resources Management	45	3
Finance for Purchasers	45	3
Year Three: Semester I	45	3
Marketing management	45	3
Operations Management	45	3
E-Procurement and the Supply Chain Management	45	3
Procurement Audit and Investigations	45	3
Year Three: Semester II	45	3
Procurement and Supply Chain Research	45	3
Contracts and Dispute Management	45	3
Strategic Procurement Management	45	3
Sustainable Supply Chain Management	45	3

Course name : PROCUREMENT AND SUPPLY CHAIN: THEORY AND PRACTICE

Course level : Year one semester 1

Credit Units : 3CU

Contact hours: 45 hours

Course description

This course provides students with an overview of the ever-changing profession of procurement and supply chain management by tracing the historical developments of the discipline, identifying fundamental concepts in the discipline. It will also address the major trends and influences in the discipline of procurement and supply chain management.

Course objectives

By the end of the course, students will be able to:

- Appreciate the history of procurement and supply chain management
- Define and relate the terminologies in procurement and supply chain management
- Link procurement and supply chain functions to other organizational functions
- Explain the major trends and influences in the discipline of procurement and supply chain management.
- Describe the environment in which procurement takes place

Course content

Introduction	15 hrs
<ul style="list-style-type: none">• The scope of procurement and supply chain management• Key terms and concepts in procurement and supply chain management• The traditional rights of procurement• The principles of procurement• Procurement and supply chain best practices• The contribution of the procurement function	
Trends in procurement and supply chain management	10hrs
<ul style="list-style-type: none">• Evolution of procurement and supply chain• Major trends in procurement,• Increased interest in the field of procurement and supply chain management	
Procurement environment	5hrs
<ul style="list-style-type: none">• Internal and external procurement environment,• stakeholders in the internal and external procurement environment	
Procurement and other functions	15hrs
<ul style="list-style-type: none">• Relating procurement to other functions of an organization• Procurement and other supply chain activities(upstream and downstream)	

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name : **PRINCIPLES OF MANAGEMENT**
Course level : **Year one semester 1**
Credit Units : **3CU**
Contact hours : **45 hours**

Course description

This course will deal with the fundamentals of management and organisational behaviour. The course will address the definitions of management, theories of management thought, the management functions, the management roles, managerial skills, modern approaches to management, and international management issues.

Course objectives

By the end of the course, students will be able to:

- Define and explain the terms 'organisation' and 'management'
- Explain key differences between 'management' and 'leadership'
- Describe the process, roles and tasks of management.
- Describe the nature of the people-organisation relationship.

Course outline

Introduction to Management **15hrs**

- Defining terms 'organisation' and 'management'
- Explanation of why each is important
- Distinguishing between 'management' and 'organisational behaviour'
- The nature of organisational behaviour
- The importance of the 'people-organisation relationship'
- Key differences between 'management' and 'leadership'
- The process, roles and tasks of management

Ethics and Social Responsibility **5hrs**

- Definition of 'social responsibility and business ethics'
- Rules for ethical behaviour
- Scope of social responsibility and link them organisational performance

Organizational structure **10hrs**

- Importance of organizational structure
- Evaluating common forms of organisational structures
- The nature and importance of structure for effective management and organisational performance
- The relationship between organisational structure and people

Types of Change in Organisations & Managing the Change Process **15hrs**

- Distinguish between the need for fundamental and incremental change in organisations
- Describe the importance of the successful management of change
- Formulate plans to overcome human resistance to change and to implement change successfully within the purchasing and supply function

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests 30%

Final examinations 70%

Course name : **PROCUREMENT AND SUPPLY CHAIN PROCESSES**
Course level : **Year one semester 1**
Credit Units : **3CU**
Contact hours : **45 hours**

Course description

This course covers the entire procurement and supply chain process. It is intended to enable the students to link the stages in the procurement and supply chain processes

Course objectives

By the end of the course, students will be able to:

- Identify and link the stages of procurement and supply chain management
- Classify and differentiate between various procurement and supply chain processes; from simple to complex
- Describe the key issues involved at each stage of the procurement process and stakeholders involved

Course outline

Introduction to procurement and supply chain processes	15hrs
<ul style="list-style-type: none">• Definition of terms and concepts• Procurement process• Supply chain management processes• stakeholders involved at each of the procurement processes	
Sourcing process	10hrs
<ul style="list-style-type: none">• Needs identification• Meaning and types of statement of requirements (specifications, terms of reference, and scope of works)• Specifications writing• Developing terms, procurement planning	
Selection of providers	10hrs
<ul style="list-style-type: none">• Purpose of selection• Selection criteria• Methods of selection• Constituting selection team, working methodologies• Evaluation reports ,• Contracting order function• Methods of placing orders(manual and electronic),expediting, managing the order cycle time	
Performance management	5hrs
<ul style="list-style-type: none">• Importance of measuring contract performance• Measures of performance• Performance reporting	

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name	:	PUBLIC PROCUREMENT MANAGEMENT
Course level	:	Year one semester 2
Credit Units	:	3CU
Contact hours	:	45 hours

Course description

This course provides the fundamental principles and practices of government procurement.

Course objectives

By the end of the course students will be able to:

- Differentiate public from private procurement
- Describe the scope and nature of the public sector in which procurement takes place
- Describe the contribution of public procurement to national development

Course outline

Introduction to public procurement	10hrs
<ul style="list-style-type: none"> • The scope and nature of public sector • Meaning of public procurement • Differences between public and private procurement • The goals of government and procurement objectives • The principles of public procurement 	
Public procurement reforms	6hrs
<ul style="list-style-type: none"> • The background to public procurement reforms • Drivers of public procurement reforms in Uganda • Implementation of public procurement reforms in Uganda • Challenges to the public procurement reform process 	
Public procurement process	6hrs
<ul style="list-style-type: none"> • Procurement planning • Solicitation • Evaluation, • Contracting and contract management 	
Public procurement institutional framework	8hrs
<ul style="list-style-type: none"> • Central and local government procurement institutional framework • Roles and responsibilities of stakeholder 	
Public procurement methods	5hrs
<ul style="list-style-type: none"> • Selection of procurement method • Open and restricted methods • RFQ/RFP • Micro procurement • Direct Procurement, community purchase 	
Contracting in Government	5hrs
<ul style="list-style-type: none"> • The process of contracting in government • Stakeholders in government contracting 	
Public Disposal process	5hrs
<ul style="list-style-type: none"> • Meaning of disposal 	

- Purpose of disposal
- Disposal process
- Disposal methods

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: PROCUREMENT LEGAL FRAMEWORK

Course level: Year One Semester 2

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course will provide students with fundamental principle of procurement law with emphasis on general contract law and specific procurement laws applicable to Uganda.

Course objectives

By the end of the course, students will be able to:

- Describe the key elements of contract law
- Outline and explain the legal framework of procurement in Uganda

Course outline

Introduction to contract law

20hrs

- Definition of contracts
- Elements of a valid contract
- A reconciliation of buyers' and sellers' terms and conditions
- void and unenforceable contracts
- Terms and conditions
- Misrepresentation, mistake and duress
- Agency, assignment, bailment and indemnity clauses

Procurement legal framework in Uganda

15hrs

- Legal and institutional framework for procurement and disposal of public assets
- International procurement legal framework applicable to Uganda

Sale and Supply of Goods and Services

10hrs

- Breaches of conditions and warranties
- Transfer of property, risk and title, Limiting risk, indemnity, exclusion and insurance,
- The rules in nemo dat quod non habet
- Delivery, Supply of goods and services)

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests 30%

Final examinations 70%

Course name	:	PROCUREMENT IN PROJECT ENVIRONMENTS
Course level	:	Year one semester 2
Credit Units	:	3CU
Contact hours	:	45 hours

Course description

This course aims at providing students with the knowledge, principles, practices and techniques for the management of projects.

Course objectives

By the end of the course, the students will be able to:

- Define and explain the concept of project management
- Explain the contexts in which projects operate
- Outline the project management processes
- Outline the characteristics of projects that differentiate them from routine operations

Course outline

- **Introduction to project management** **10hrs**
- Definition of terms and concepts
- Evolution of project management as a professional discipline
- Project management and other functions
- The project management environment
- Project management processes
- Project management knowledge areas
- Fundamentals of contract management in project environments

Project Management Methodology **10hrs**

- Characteristics of procurement projects
- The setting of objectives in procurement projects
- Planning, organizing, co-coordinating and controlling projects
- Using appropriate tools
- Teamwork
- Leadership and motivational aspects of project management
- The use of IT software for improved project and contract management

Project Appraisal and Assessment **10hrs**

- Project appraisal
- Pre-contract considerations with regard to the use of consultants
- The use of project partnering and best value
- Determining tendering procedure

Project Contracts **15hrs**

- Competitive, negotiated, turnkey, multiple management, design, build and operate contract strategies, aspects of the contract; the specification
- The performance measures and the contractual terms, contractual clauses
- Forms of dispute resolution in project environments

- Legal considerations relating to project and contract management

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: PROCUREMENT RECORDS MANAGEMENT

Course level: Year two semester 1

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course broadly offers skills and competencies in effective records management of the procurement transaction.

Course objectives

By the end of the course, students will be able to:

- Define and identify the various procurement records
- Discuss the records management process
- Explain the computer-based records and documentation practices
- Outline the skills and competences required of modern procurement and documentation personnel

Course outline

Introduction to records management 7 hrs

- Meaning of records
- Records management
- Importance of records in procurement management

Classification of procurement records 8hrs

- Classification of procurement records
- Procurement stage-based records and documentation
- Safety and importance of procurement records and documents

Managing procurement records 10hrs

- Creation ,storage and retrieval of procurement records
- Maintenance of procurement records
- Managing the sensitive complex procurement documents
- The contract file
- The action file and other documents
- Elements of a records improvement programme
- Preparing records for procurement audits and investigations

Electronic procurement records 10hrs

- Data capture
- Storage media
- Retrieval
- Sharing
- Challenges of maintaining electronic records

Skills for records management**10hrs**

- Skills and competencies of records and documentation personnel
- The modern records and documentation manager-roles, responsibilities, reporting and communication

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: **PROCUREMENT AND SUPPLY CHAIN RISK
MANAGEMENT**

Course level: **Year two semester 1**

Credit Units: **3CU**

Contact hours: **45 hours**

Course description

This course describes the various risks in the entire supply chain management and how they should be managed.

Course objectives

By the end of the course, students will be able to:

- Identify risks in the procurement and supply chain process
- Outline the procurement and supply chain risk management process

Course outline

Introduction to procurement and supply chain risks **15hrs**

- Definitions and meanings of the key words and phrases
- The risks that an organisation faces in the modern world
- Sources of risks

Stakeholders in Risk management **15hrs**

- Stakeholders and their roles
- The needs and desires of stakeholders
- Factors influencing stakeholder satisfaction

Risk management process **15hrs**

- Risk management planning
- Risk identification
- Risk assessment
- Risk response
- Risk monitoring and evaluation

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests 30%

Final examinations 70%

Course name: INTERNATIONAL PROCUREMENT MANAGEMENT
Course level: Year two semester 1
Credit Units: 3CU
Contact hours: 45 hours

Course description

This course covers the fundamental principles of international procurement process

Course objectives

By the end of the course, students will be able to:

- Define international procurement
- Describe the international procurement environment
- Describe the international procurement process

Course outline

Introduction to International Procurement 15hrs

- Definition of international procurement
- Differences and similarities between national and international procurement
- Rationale for international procurement

International procurement environment 15hrs

- Scope of international procurement environment
- Stakeholders and their roles
- The legal framework

The international procurement procedures 15hrs

- The procurement procedures
- Clearing and customs procedures
- International commercial terms
- Payment procedures
- Skills in international procurement
- Challenges in international procurement management

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: MANAGING RELATIONSHIPS AND NEGOTIATIONS

Course level: Year two Semester 2

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course examines how to create effective relationships in procurement and supply chains

Course objectives

By the end of the course, students will be able to:

- Describe the fundamental features of effective relationship management
- Identify the critical skills essential for negotiation of procurement contracts
- Manage relationships and negotiations

Course outline

Introduction to relationship management 15hrs

- Definition of relationship management
- Types of relationships

Development of supplier relationships 20hrs

- Effective relationship management in procurement
- Supplier development programs
- Selecting and maintaining effective suppliers
- The impact of developing relationships throughout the supply chain

Relationships in a multicultural environment 10 hrs

- Definition of culture
- Importance of culture
- Cultural dimensions
- Negotiation skills for global procurement

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final written examinations	70%

Course name: LOGISTICS MANAGEMENT
Course level: Year two semester 2
Credit Units: 3CU
Contact hours: 45 hours

Course description

The course covers all aspects of logistics management, from theories to strategies and operational guidelines.

Course objectives:

By the end of the course, students will be able to:

- Define logistics management
- Enumerate the history of logistics management
- Identify and explain the key logistics management functions and processes
- Examine the key trends affecting logistics management

Course outline

Introduction to logistics management	8hrs
<ul style="list-style-type: none">• Define logistics and logistics management• Evolution of logistics management• Importance of logistics	
Logistics management functions	10hrs
<ul style="list-style-type: none">• The logistics mix• Logistics activities• Logistics and other functions• The logistics management process	
Logistics management organisation	8hrs
<ul style="list-style-type: none">• The logistics organisational structure• The roles of the logistics manager• Skills requirements for logistics efficiency• Managing people in logistics	
Logistics management trends	6hrs
<ul style="list-style-type: none">• Principles of logistics excellence• Influences of logistics management• Trends in logistics management	
Logistics and transportation management	6hrs
<ul style="list-style-type: none">• Linking logistics and transport• Meaning of transport• Modes of transport• Third-party logistics	
Warehousing and inventory management	7hrs
<ul style="list-style-type: none">• Principles of stores and warehouse management	

- Developments in stores and warehouse management
- Principles of inventory management

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: HUMAN RESOURCES MANAGEMENT

Course level: Year two semester 2

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course introduces students to the principles and practices of human resource management in procurement and supply chain

Course objectives:

By the end of the course students will be able to:

- Define human resource management
- Discuss the human resource management process
- Explain the importance of the human resource function to an organization

Course outline

Introduction

6hrs

- Meaning of human resource management
- Difference between personnel and human resource management
- The strategic role of human resource management

Human Resource Planning

6hrs

- Meaning and importance of HRP
- Human resource planning process

Recruitment and selection

10hrs

- Sources of recruitment
- Job analysis, description and specifications
- Recruitment procedures
- Selection processes

Performance Management

6hrs

- Meaning of performance management
- The performance management process;
- Performance appraisal

Employee training and management development

6hrs

- Distinction between training and development
- Training needs assessment for procurement personnel
- Methods of employee training and development

Reward and Work Environment Management

6hrs

- Meaning of rewards
- Difference between wages and salaries;
- Methods of remunerating employees
- Pay roll management

Challenges to HRM

6hrs

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: FINANCE FOR PURCHASERS
Course level: Year two semester 2
Credit Units: 3CU
Contact hours: 45 hours

Course description

This course addresses the business function of finance and how its understanding can facilitate the effective operation of the procurement function.

Course objectives

By the end of the course, students will be able to:

- Differentiate between management accounting and financial accounting
- Identify the sources of finances
- Examine and classify the costs
- Describe the budgeting process

Introduction **8hrs**

- Definition of terms and concepts in finance
- Importance of finance to purchasers
- The difference between management accounting and financial accounting
- The different roles and responsibilities of people involved in finance

Capital and revenue purchases **8hrs**

- Capital items
- Expense items
- Terms associated with the treatment of capital items
- Treatment of capital and expense items

Preparation of financial statements **6hrs**

- The role of the profit and loss account in decision making
- The role of the balance sheet in decision making
- The role of the cash flow statement in decision making,
- How financial statements are collated and prepared

Costs **6hrs**

- The classification of costs,
- The total cost of a product or service
- Costing and cost analysis techniques
- Pricing strategies in the procurement and supply chain process
- Develop a process and plans for managing costs

Sources of finance **6hrs**

- Short- and long-term sources of finance
- The importance of internally generated sources of finance
- The importance of external sources of finance

Budgeting**6hrs**

- The benefits and criticisms of budgeting
- Key terms and the different types of budget
- The implications of fixed and variable costs
- The principles of managing a budget to achieve target performance

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: MARKETING MANAGEMENT

Course level: Year Three semester 1

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course provides students with fundamental principles of marketing to enable them examine the place of marketing in the organization

Course objectives

By the end of the course students will be able to:

- Demonstrate an understanding of the principles and functions of marketing
- Compare service and product marketing
- Discuss the various marketing tools
- Explain the key developments in the marketing environment

Course outline

Marketing and the Environment	10hrs
<ul style="list-style-type: none">• Definitions of marketing and marketing concepts• Organizational orientations including marketing, production, and selling orientations• The relationship between marketing and purchasing and supply• Relationship marketing• The external environment and its impact on marketing decisions	
Understanding the Market	6hrs
<ul style="list-style-type: none">• Marketing research and the marketing research process• Techniques used for primary data collection including test marketing• Customer buying behaviour	
Product Policy	6hrs
<ul style="list-style-type: none">• Branding and packaging considerations• The importance of new product development• The characteristics of services marketing	
Pricing Decisions and Distribution Systems	8hrs
<ul style="list-style-type: none">• Identification of pricing objectives, strategies and tactics• Factors affecting pricing decisions• Identification of channels of distribution and channel selection strategy• Marketing channels management• The impact of IT on channel management	
Promotion	6hrs
<ul style="list-style-type: none">• Stages involved in promotional planning• Advertising objectives and media selection• The use of sales promotion activities• Public relations and projection of corporate image• Management and organization of the sales force• Developments in direct marketing	
International Marketing	6hrs

- Development in the world trading environment and trends in international trade
- Appraising the international macro-environment
- International market entry strategies
- Managing the marketing mix in international markets

Marketing Planning

6hrs

- Stages in the marketing planning process
- The relationship of marketing to corporate planning
- Integration and management of marketing mix elements to achieve corporate objectives
- Customer Relationship Management (CRM)

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: OPERATIONS MANAGEMENT

Course level: Year three semester 1

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course introduces students to the fundamental principles of operations management in both manufacturing and service sectors

Course objectives

By the end of the course, students will be able to:

- Explain the nature and scope of operations management
- Discuss the functions and processes of operations management
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Course content

Introduction to operations management 10hrs

- Scope of operations management
- Importance of operations management
- Production forecasting

Production planning 10hrs

- Capacity planning
- Facilities layout
- Production scheduling
- Manufacturing planning and control
- DRP and demand management. materials flow control

Quality Assurance and Control 8hrs

- Definition of terms
- Process capability improvement
- Total quality management
- Quality management tools

Human Resource scheduling 7hrs

- Techniques of human resource scheduling
- PERT/CPM
- Resource levelling
- Project scheduling

Service Operations Management 10hrs

- Nature and environment
- Bottlenecks and balance matching demand and supply
- Location and franchising
- Capacity management
- Management of professional services

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: E-PROCUREMENT AND SUPPLY CHAIN MANAGEMENT
Course level: Year three semester 1
Credit Units: 3CU
Contact hours: 45 hours

Course description

This course provides students with fundamental principles and practices of electronic procurement

Course objectives

By the end of the course, students will be able to:

- Define e-procurement management
- Discuss the importance of the e-procurement in the supply chain

Course outline

Overview, concepts and background to e-procurement practices 15hrs

- Meaning of e-procurement
- Importance of e-procurement
- Types and forms of e-procurement
- Classifications of e-procurement

Foundations of e-procurement 5hrs

- Theoretical framework of e-procurement
- Legal provisions in e-procurement management

Managing e-tendering 10hrs

- Planning, organizing, staffing, and leading for e-procurement,
- Stakeholders in e-procurement
- Managing records in e-procurement
- Safety, ethics and confidentiality in e-procurement

Current issues and trends in e-procurement 15hrs

- Payment in e-tendering
- Industry best practices and available software for procurement
- Market trends with customer-facing implications
- Marketing implication of E-Commerce
- Customer dynamics and the future
- Innovations and the culture of continuous improvement

- Challenges of e-procurement in a Ugandan context

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: **PROCUREMENT AUDITS AND INVESTIGATIONS**
Course level: **Year three semester 1**
Credit Units: **3CU**
Contact hours: **45 hours**

Course description

This course provides students with the principles and practices of procurement audits and investigations

Course objectives

By the end of the course, students will be able to:

- Explain the principles of procurement audits and investigations
- Discuss the professional and legal requirements for procurement auditing
- Identify the elements of procurement fraud and misconduct
- Discuss the operations of procurement audits and investigations

Course content

Introduction to procurement audits and investigation	10hrs
<ul style="list-style-type: none"> • The nature and scope of procurement audits and investigations • Importance of procurement audits • Principles of procurement audits • Types of procurement audits and investigations • The process of procurement audits • Stakeholders and their roles in procurement audits 	
Professional and legal requirements for procurement auditing	10hrs
<ul style="list-style-type: none"> • Professional requirements • Responsibilities • Rules of professional conduct. 	
Audit Management	10hrs
<ul style="list-style-type: none"> • Audit planning including audit programmes • Audit risk; Staffing the assignment • Controlling the audit work • Recording the work done (Using audit working papers and audit files); • Audit evidence • Audit procedures 	
Detection of procurement fraud and misconduct	10hrs
<ul style="list-style-type: none"> • Procurement internal controls • Structure of procurement regulations • Causes and consequences of procurement fraud • Misconduct and procurement mismanagement • Recent procurement scandals on the local and international scene. 	
Audit report and audit opinion	5hrs
<ul style="list-style-type: none"> • Reports to management • The nature and form of the audit report • Uses of the procurement audited information 	

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: PROCUREMENT AND SUPPLY CHAIN RESEARCH

Course level: Year three semester 2

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course addresses the procedural issues of research in procurement and supply chain management.

Course objectives

By the end of the course, students will be able to:

- Explain the importance of research in procurement and supply chain management
- Identify the advantages of research in procurement and supply chain management
- Discuss the procurement and supply chain research process

Course outline

Overview to procurement and supply chain research 10hrs

- Introduction to general research methods
- The importance of research in procurement
- Advantages of research in procurement
- Types of research in procurement and supply chain
- Selection of research topics

The research process 15hrs

- Problem identification and formulation
- Reviewing procurement research
- Designing research for procurement
- Collecting data for procurement

Procurement research reports 10hrs

- Analyzing procurement research data
- Writing research reports
- Dissemination of procurement research

Application of procurement research 5hrs

Ethical issues in procurement research 5hrs

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests 30%

Final examinations 70%

Course name: **CONTRACTS AND DISPUTE MANAGEMENT**

Course level: **Year three semester 2**

Credit Units: **3CU**

Contact hours: **45 hours**

Course description

The course aims at addressing the principles in contracting and management of disputes that arise during the procurement process

Course objectives

By the end of the course, students will be able to:

- Define contracts and identify the key stages of contract formation
- Identify the sources of disputes in contract management
- Discuss the strategies for managing disputes

Course outline

Introduction **10hrs**

- Meaning of contracts and dispute management
- Categories of procurements
- Forms of contracts

Disputes in contracts **15hrs**

- Sources of disputes in contract management
- Strategies of disputes management
- Legal provisions for contract disputes

Management and negotiation of variations and claims **20hrs**

- The negotiation process
- Negotiation approaches
- Contract closure and liability for defects
- Post-implementation appraisal

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests 30%

Final examinations 70%

Course name: STRATEGIC PROCUREMENT MANAGEMENT
Course level: Year Three Semester 2
Credit Units: 3CU
Contact hours: 45 hours

Course description

This course describes the nature and scope of procurement and supply chain management in the long, medium and short terms.

Course objectives

By the end of the course, students will be able to:

- Explain the concept of strategy
- Appraise the role of the procurement and the supply chain function within an organisation
- Evaluate the nature and purpose of strategic analysis

Course outline

Introduction to procurement strategy 15hrs

- Definition of strategy,
- Perspectives on strategy and its origins
- Characteristics of strategic decisions,
- Objectives of strategic procurement management
- Benefits of strategic procurement management

Changing environment of procurement management 10hrs

- Environmental changes
- global sourcing and its strategic impact
- Strategic procurement and competitive advantage,

Developing and managing procurement strategy 5hrs

- Benchmarking
- Outsourcing
- Make or buy
- Co-makership policies
- corporate governance

Procurement strategy implementation and control 15hrs

- Implementations plans
- Change management

- Monitoring and control

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Final examinations	70%

Course name: SUSTAINABLE PROCUREMENT MANAGEMENT

Course level: Year three semester 2

Credit Units: 3CU

Contact hours: 45 hours

Course description

This course provides students with the knowledge and skills necessary for managing procurements in an economically, socially and environmentally sound manner.

Course objectives

By the end of the course students will be able to:

- Define sustainable procurement management
- Discuss the regulatory framework for sustainable procurement
- Examine the strategies of integrating sustainable procurement management in the procurement cycle

Course outline

Introduction to sustainable procurement	10hrs
<ul style="list-style-type: none">• Definition and key concepts for SP• The potential of SP for promoting sustainable development and realizing its benefits	
Regulatory framework for SP	10hrs
<ul style="list-style-type: none">• Local• International	
The integration of sustainability considerations in the procurement cycle	15hrs
<ul style="list-style-type: none">• procurement planning• requirement definitions• sourcing• standard bidding documents,• evaluation, award and compliance monitoring	
Barriers and opportunities for SP	10hrs
<ul style="list-style-type: none">• Action plans for the implementation of SP at organizational level• The role of the civil society and the private sector	

Mode of delivery

Lectures, group discussions and presentations, and case study

Assessment

Individual and group courseworks and tests	30%
Written examinations	70%