

Supply Chain Management for Non-Supply Chain Professionals

Course Duration: 24 hours

Course Overview:

This course introduces key supply chain concepts tailored for non-specialists. Participants will learn procurement processes, logistics fundamentals, stakeholder management, and the role of technology. Interactive sessions, case studies, and practical exercises ensure actionable knowledge for real-world applications.

Target Audience:

Non-supply chain professionals seeking to understand procurement, logistics, and stakeholder management. Ideal for employees in finance, marketing, HR, or other support functions interacting with supply chains.

Training Methodology:

Participant Involvement: We will introduce regular opportunities for participant involvement, including discussions, feedback sessions, and reflection exercises, to ensure that the training remains interactive and relevant to their needs.

Module 1: Introducing Procurement and Supply (L2M1)

Lesson 1.1: What is Procurement and Supply?

Objective: Understand the basic purpose of procurement and its role in the supply chain.

Content:

- Definition of procurement and supply
- Key objectives: cost, quality, delivery, and innovation
- Importance of ethical and sustainable sourcing

Activity: Group discussion on examples of procurement in daily life.

Lesson 1.2: The Procurement Process

Objective: Learn the key stages of a procurement process.

Content:

- Requisition, sourcing, negotiation, and contract management

- Supplier selection criteria
- Basics of purchase orders and approvals

Activity: Role-play a basic procurement cycle (buyer-supplier interaction).

Module 2: Procurement and Supply Operations (L2M2)

Lesson 2.1: Overview of Supply Chain Operations

Objective: Understand operational tasks within supply chain management.

Content:

- Inventory management basics (e.g., EOQ, safety stock, JIT)
- Types of stock (raw materials, work-in-progress, finished goods)
- Warehouse operations overview

Activity: Case study on managing inventory for a seasonal product.

Lesson 2.2: Logistics and Delivery Basics

Objective: Learn the basics of logistics and its role in supply chains.

Content:

- Definition of logistics in supply chain operations
- Overview of warehousing, packaging, and distribution
- Managing transportation and reducing delivery lead times

Activity: Group task – Plan a basic delivery route for a fictional company.

Module 3: Stakeholder Relationships (L2M3)

Lesson 3.1: Identifying Stakeholders

Objective: Recognize key stakeholders in procurement and supply.

Content:

- Internal vs. external stakeholders

- Stakeholder mapping techniques
- Prioritizing stakeholders based on influence and interest

Activity: Stakeholder mapping exercise for a hypothetical procurement project.

Lesson 3.2: Managing Stakeholder Relationships

Objective: Learn effective communication and relationship management.

Content:

- Building trust and collaboration
- Conflict resolution techniques
- Communication strategies for diverse stakeholders

Activity: Role-play – Resolve a conflict between a buyer and supplier.

Module 4: Systems Technology (L2M4)

Lesson 4.1: Technology in Procurement

Objective: Understand the role of technology in procurement processes.

Content:

- Introduction to ERP, RFID, AUTOMATED ROBOTS in e-procurement.
- Benefits of using technology for transparency and efficiency
- Common tools: e-sourcing, e-tendering, and supplier portals

Lesson 4.2: Logistics Planning and Optimization

Objective: Dive deeper into logistics planning and optimization techniques.

Content:

- Route optimization and its impact on cost and time savings
- Choosing the right transportation modes for different goods
- Understanding 3PL and 4PL logistics providers

Activity: Group simulation – Optimize a logistics plan for a global product launch.

