€TRAINING

Transforming a Procurement Function



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Introduction

These learning goals are extremely ambitious. One course covers both the essential and useful approaches used in a transformation project as well as the most recent best practices in procurement. This is not a task for the faint of heart. It takes someone with unwavering resolve, top-tier ability, and talents to lead an organization or even just a single function through a transformation.

What kind of value has your procurement department produced? How does your procurement performance stack up against that of your peers or industry standards? How should a company start the transformation of its buying process? All of these queries will be addressed and thoroughly discussed.

Course Objectives

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

- Examine how the organization's strategic and competitive advantage is driven by procurement.
- Determine the areas of their organization's procurement that need improvement.
- Investigate and properly assess the nature and underlying causes of these procurement discrepancies.
- Offer workable strategies and techniques to close these procurement gaps.
- Improve procurement continuously using benchmarks for best practices.

Targeted Audience

- Experienced Procurement Personnel
- Senior Procurement Leaders
- Line Managers
- Departmental Heads
- Tendering & Contracts Professionals
- Consultants
- Technical & End Users

Course Outline

Unit 1: Preparing for a Transformation Project

- Design Transformation Project Governance and Team Structure
- Identify Stakeholders and create Stakeholders Management Plan
- Create Risks Mitigation Plan for the Project
- Formulate Communication Plan
- Design a One-Page Project Charter
- Influencing Skills

Unit 2: Tools and Techniques in E2E Procurement Category Management

- Supply Market Analysis

- Supply Chain Cost Modelling
- Market Approaches
- Best-Fit Contracting Strategy
- Contract Award
- Contract Initiation
- Contract Performance Management
- Contract Close-out

Unit 3: Conducting a Gaps Analysis

- Analyze the Current State
- SWOT Analysis
- Internal and External Evaluation to Identify Performance Deficiencies
- Tools and Techniques in Decision Making: Decision Trees, Root Cause Analysis
- Determine Future State

Unit 4: Understanding the Value Proposition of Procurement to a Corporate

- Linking Corporate and Procurement Objectives
- World-Class Procurement Performance Benchmarking
- KPIs to Measure Procurement Performance
- Typical Procurement Organizational Structures
- Common Requisition-To-Pay and Contract Management Systems
- Private and Public Procurement Policies

Unit 5: Making a Case for Transformation

- Create the Vision & Mission Statement
- Estimate and break down the Added Value Post Transformation?
- Compare the As-Is, and To-Be states in People, Process, and Systems
- Specify the Deliverables and Milestones of the Transformation
- Calculate the Resources and Time Needed for the Transformation
- Determine Return on Investment ROI