

**BQA NCQF Qualification Template**

QUALIFICATION SPECIFICATION							SECTION A
QUALIFICATION DEVELOPER		MANAGEMENT COLLEGE OF SOUTHERN AFRICA (MANCOSA)					
TITLE	Bachelor of Commerce in Supply Chain Management (B Com SCM)				NCQF LEVEL	7	
FIELD	BUSINESS, COMMERCE AND MANAGEMENT STUDIES			SUB-FIELD	SUPPLY CHAIN MANAGEMENT		
New qualification		√	Review of existing qualification				
SUB-FRAMEWORK		General Education			TVET		Higher Education
QUALIFICATION TYPE		Certificate			Diploma		Bachelor
		Bachelor Honours			Master		Doctor
CREDIT VALUE						515	
<b>RATIONALE AND PURPOSE OF THE QUALIFICATION</b> <p>The Information Booklet published by Human Resource Development Council (HRDC) has listed the Indicative Skills in demand in Botswana. One such skill listed as lacking is Supply Chain Management, especially in logistics and warehousing under the Transport and Logistics Sector. The shortage of qualified professionals in various sectors of the industry has had significant impacts on both the public and private sectors (HRDC List of Occupations in Demand: Published December 2016, p.21). This mismatch between the demand and supply of skills has created the need for the development of the Supply Chain Management qualification.</p> <p>The demand for the Supply Chain Management qualification has also been confirmed by the needs assessment survey conducted. A needs assessment survey was conducted in 2013 and the aim of the survey was to investigate the attractiveness of potential qualifications offered. The survey targeted current and potential students, as well as public and private sectors. Findings from the survey revealed that supply chain management skills, teamwork and general management skills were highly sought after.</p> <p>Further, the development of the Supply Chain Management qualification is in line with the recommendations of the Government Paper No. 37 of 2008: "Towards a Knowledge Society", Tertiary Education Policy, as approved by the</p>							

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National Assembly (2008, pg 10). Botswana VISION 2036, under Education and Skills Development, states that Botswana society will be knowledgeable with relevant quality education that is outcome based, with an emphasis on technical vocational skills, as well as academic competences (Education with production).

The Bachelor Commerce in Supply Chain Management qualification will address regional and national priorities as identified by the Botswana government and the institution. The qualification aims to address the scarce and critical Supply Chain Management skills shortage in Botswana and the region. The qualification will enable the students have access to the labour market and will provide the market with the necessary skills to generate economic growth.

The purpose of this qualification is to produce graduates with competences in transport and logistics (inbound & outbound logistics), warehousing, procurement, materials movement, customer relationship, risk assessment and application of supply chain management systems.

The qualification shall provide the learners with necessary supply chain management knowledge, skills and competences that will make them market ready and employable. The learners shall be able to secure jobs such as Supply Chain Officer, Logistics Officer, Warehouse Officer, Procurement Officer and later in their careers, they will be able to rise through the ranks to positions such as Supply Chain Controller, Logistics and Supply Chain Manager, Risk Assessment Manager, Supply Chain Specialist, Supply Chain Director, and Supply Chain Management Consultant.

The general economy and stakeholders will benefit from the qualification because when the learners have acquired the relevant knowledge, skills and competences, they will be able to provide effective and efficient supply chain management in various organisations and industries, which shall result in higher efficiency rates, decrease in overall business costs, increases in production outputs, boost cooperation level amongst business partners and vendors, reduction in delays in business processes and enhanced supply chain networks. Other things being equal, all these supply chain management benefits shall result in overall increase in national productivity and efficiency, resulting in increase in economic growth and competitiveness.

**ENTRY REQUIREMENTS (including access and inclusion)**

Applicants will be admitted to this qualification on the basis of one of the following minimum benchmark qualifications:

- ✓ Five subjects at Cambridge, BGCSE or any relevant equivalent qualification at NCQF Level 4.
- ✓ An appropriate Further Education and Training Certificate in commerce /business studies or equivalent.

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- ✓ Any relevant qualification at NCQF Levels 5 or 6 may render the candidate eligible for exemptions or credit transfer in accordance with applicable University policies.

In addition to the above admission criteria, relevant experience in the business sector will also be considered. This is recognition of prior learning (RPL).

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**SECTION B**

**GRADUATE PROFILE (LEARNING OUTCOMES)**

Upon completion of the qualification the learner will be able to:

**ASSESSMENT CRITERIA**

1. Review and demonstrate knowledge of tools, techniques, principles, practices and methodologies of supply chain management;

- 1.1 Describe the concept of Supply Chain Management;
- 1.2 Outline the strategic Supply Chain Processes and identify relevant supply chain drivers;
- 1.3 Communicate with suppliers to optimise cost, quality, timing, payment, conditions of supply and other related buying issues;
- 1.4 Outline the importance of customer relationship management;
- 1.5 Analyse the various role-players within the supply chain management process;

2. Examine and apply various supplier selection processes in supply chain management;

- 2.1 Explain the various criteria used to assess potential suppliers;
- 2.2 Describe the supplier selection process;
- 2.3 Examine the environmental forces influencing Supplier Selection;
- 2.4 Analyse the benefits as well as the requirements of a robust supply chain

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	<p>management process in relation to strategic sourcing;</p> <p>2.5 Explain how supply risk can be managed in strategic sourcing;</p>
<p>3. Assess and examine the importance of logistics, transportation, warehousing, packaging and containerization in supply chain management;</p>	<p>3.1 Explain material and information flows in an organization;</p> <p>3.2 Identify and explain logistics and supply chain related concepts and terms that are relevant to managing the supply chain;</p> <p>3.3 Identify and analyse various transportation systems for effective and efficient supply chain operations;</p> <p>3.4 Explain the importance and role of warehousing within manufacturing and logistics function;</p> <p>3.5 Explain major warehouse operations and functions;</p> <p>3.6 Assess the importance of packaging and containerization in the total logistics function;</p>
<p>4. Assess and apply world class customer service to supply chain management;</p>	<p>4.1 Explain the need to coordinate processes, and the opportunities for collaboration between partners within supply chains;</p> <p>4.2 Develop processes and procedures for a trusting relationship with partners;</p> <p>4.3 Examine the importance of customer relationship management;</p> <p>4.4 Explain how customer segmentation works and emphasize its importance to supply chain management;</p>

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	4.5 Illustrate connection between quality of service and customer loyalty;
5. Undertake research and provide solutions in commerce and supply chain management	<p>5.1 Demonstrate a systematic understanding of a range of research methods that will enable the student to successfully manage research on projects;</p> <p>5.2 Apply a range of research management techniques to plan and formulate detailed and realistic work schedules for small to medium technical supply chain research projects;</p> <p>5.3 Source and critically appraise the published technical work of other researchers in the supply chain management;</p> <p>5.4 Analyse innovative quality and supply chain management situations using effective problem-solving and decision-making techniques.</p>
6. Demonstrate knowledge and competencies to satisfactorily complete the locally and internationally recognised Supply Chain Management Professional Examinations;	<p>6.1 Show an understanding of the modern academic perspective of supply chain management;</p> <p>6.2 Develop and illustrate the competence in interacting with and managing individuals and groups in an organizational context.</p> <p>6.3 Examine the strategic, tactical and operation levels of operation in supply chain management;</p>
7. Demonstrate an understanding to act ethically and professionally, and justify decisions made and	7.1 Apply ethical principles in supply chain management;

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actions taken using relevant ethical values and approaches;	<p>7.2 Outline and apply principles of sustainability and ethics to supply chain management practices;</p> <p>7.3 Demonstrate and apply high degrees of accountability, ethics and responsibility in supply chain practice;</p>
8. Communicate and apply ideas, concepts and practical application of theories related to supply chain management, including the stages of planning, implementation and monitoring;	<p>8.1 Develop the competence in interacting with and managing individuals and groups in an organizational context;</p> <p>8.2 Examine the distinctive nature of communication and the interdependence of effective leadership communication;</p> <p>8.3 Apply contemporary leadership communication practices to support the flow of communication within an organisation;</p>
9. Assess and apply technology, new ideas, people and systems-thinking concepts which are sometimes in unfamiliar and variable contexts to transform individuals, organisations and communities;	<p>9.1 Explain and analyse the application of Information Technology resources to optimise supply chain operations;</p> <p>9.2 Demonstrate the use of IT resources within the total business processes to achieve efficiency and productivity;</p> <p>9.3 Depict the role of IT in each of the supply chain processes and components;</p> <p>9.4 Implement appropriate strategies and techniques to achieve total quality management in a firm;</p> <p>9.5 Explain and analyze how technology impacts quality in supply chain processes;</p>

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<p>10. Show and exercise the necessary rational judgment and decision-making skills, in a context of personal responsibility and accountability, which will assist in management planning decisions and judicious use of resources in a context of ensuring sustainability and environmental ethics within the supply chain environment.</p>	<p>10.1 Precisely communicate supply chain decisions in a professional written and oral manner;</p> <p>10.2 Apply effective managerial decisions in supply chain operations to ensure that effective utilisation of resources is achieved;</p> <p>10.3 Collaborate in teams to make decisions pertaining to operation of supply chains and logistics networks.</p> <p>10.4 Examine the supply chain decision making process and formulate a framework for a viable and sustainable supply chain.</p>
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QUALIFICATION STRUCTURE			
			SECTION C
FUNDAMENTAL COMPONENT	Title	Level	Credits
	English Language Skills	5	10

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Subjects / Units / Modules /Courses	Principles of Marketing	5	10
	End User Computing	5	10
	Principles of Human Resource Management	5	10
	Basic Economics	6	10
	Microeconomics	7	15
	Macroeconomics	7	15
<b>CORE COMPONENT</b>  Subjects / Units / Modules /Courses	Business Mathematics	6	10
	Accounting & Finance	6	10
	Fundamentals of Operations Management	6	10
	Principles of Management	6	10
	Fundamentals of Project Management	6	10
	Business Communication	7	15
	Production and Operations Management	7	15
	Functional Areas of Management	7	15
	Financial Accounting	7	15
	Organisational Behaviour	7	15
	Commercial Law	7	15
	Management Accounting	7	15
	Business Statistics	7	15
	Strategic Sourcing	7	15
	Business Information Systems	7	15



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	Financial Management	7	15
	Manufacturing and Logistics	7	15
	Purchasing Management and Supply Tools	7	15
	Strategic Management	7	15
	Supply Chain Relationship and Enterprise Planning	7	15
	Transportation & Logistics Management	7	15
	Research Methods	7	15
	Supply Chain Alignment	7	15
	Supply Chain Technology	7	15
	Internship (Work Related Attachment)	7	40
	Research project	7	15
<b>ELECTIVE COMPONENT</b>  <b>(Select Two)</b>  Subjects / Units / Modules /Courses	Project Management	7	15
	Operations Management	7	15
	International Logistics (Global Logistics Management)	7	15
	Warehousing and Terminal Management	7	15

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**Rules of combinations, Credit distribution**(where applicable):

Level 5 consists of 40 credits

Level 6 consists of 60 credits

Level 7 consists of 405 credits

**Total Credits = 515**

The credit combination for this qualification is from 80 fundamental components, 405 core components and the remaining 30 is from elective components where the candidate has to choose any two.

<b>Module</b>	<b>Pre-Requisite</b>
Business Communication	English Language Skills
Information Systems	End User Computing
Project Management	Fundamentals of Project Management
Production and Operations Management	Fundamentals of Operations Management
Business Statistics	Business Mathematics
Financial Accounting	Accounting and Finance
Functional Areas of Management	Principles of Management
Macroeconomics	Microeconomics
Organizational Behaviour	Functional Areas of Management
Management Accounting	Financial Accounting
Entrepreneurship	Organizational Behaviour
Strategic Sourcing	Production and Operations Management

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Financial Management	Financial Accounting and Management Accounting
Strategic Sourcing	Purchasing Management and Supply Tools
Manufacturing and Logistics	Purchasing Management and Supply Tools
Transportation & Logistics Management	Manufacturing and Logistics
Supply Chain Relationship Management and Enterprise Planning	Manufacturing and Logistics
Supply Chain Alignment	Manufacturing and Logistics
Supply Chain Technology	Information Systems; Manufacturing and Logistics
Operations Management	Manufacturing and Logistics
Capstone/Research Project	Research Methods
International Logistics (Global Logistics Management)	Manufacturing and Logistics
Warehousing and Terminal Management	Manufacturing and Logistics

**ASSESSMENT AND MODERATION ARRANGEMENTS**

**Assessment strategies, requirements and weightings**

All assessments, formative and summative, leading/contributing to the award of credits or a qualification should be based on learning outcomes and/or sub-outcomes.

**Formative assessment**

Formative assessment or continuous assessment contributing towards the award of credits should be based on course outcomes.

The assessment methods for this qualification are by:

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1. Test and

2. Assignment.

The contribution to the final mark are as follows:

1. Test – 10%

2. Assignment - 40%

The contribution of formative assessment to the final grade is 50%

**Summative assessment**

Candidates may undergo assessment including written final examination for each module which contributes 50 % of the final mark for that module.

To pass a module, a final combined mark of 50% is required.

**Internal moderation requirements**

The following shall apply for both internal and external moderation in accordance with applicable policies and regulations:

**Documentation**

All necessary documents including: qualification document, alignment matrices, assessment instruments and Assessment criteria/rubrics should be available. The following shall apply for both internal and external moderation in accordance with applicable policies and regulations:

**Pre-assessment Moderation**

Before administering any assessments that contribute towards the award of credits, moderation must take place.

This should entail but not limited to the following:

- ascertaining that the assessment strategy to be used is appropriate for the learning outcome to be assessed;
- ascertaining that the assessment instrument adequately captures the learning outcomes against which assessment is to be carried out;

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- ascertaining whether the assessment tasks or questions can enable the assessor to collect sufficient evidence that is typical of relevant exit level descriptors;
- checking if the cover page contains all necessary information;
- Checking if the assessment instrument layout is appropriate and that wording of assessment tasks or questions is appropriate.
- checking if the assessment criteria or a rubric is consistent with the learning outcomes against which assessment is to be done.

**Post-assessment Moderation**

Moderators must verify that the assessment has been done in compliance with assessment principles. This should include the following:

- checking if all scripts have been assessed using the same criteria;
- verifying if assessment judgments and decisions have been done consistently and that principles such as validity, authenticity, currency and sufficiency have been considered;
- checking if calculation of marks has been done correctly;
- checking if necessary records and reports have been completed.

**Sampling Procedure for Moderation**

The total number of scripts to be sampled depends on the total number of candidates. If the number of candidates is 20 or less, the moderator should go through all the papers. For more than 20 candidates, the sample shall be 30% of the total number of Scripts. The sample should be representative of the population of candidates in relation to performance, gender, etc.

**Moderation reports**

A moderation report shall capture, but not limited to the following:

- Sample size and sampling procedures;
- observations about the performance of candidates;
- consistency of assessment judgments and decisions;
- assessment instruments and alignment to learning outcomes;

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- recommendations for improvement

**RECOGNITION OF PRIOR LEARNING (if applicable)**

The developer recognises the importance of the Recognition of Prior Learning (RPL) for academic admission purposes to ensure that applicants who possess skills acquired through life or work experience and non-formal education are catered for. The RPL assessment will focus on ways of evaluating a person's lifelong experiences (formal and informal) against a set of pre-determined criteria as detailed in our **RPL Policy**.

Candidates may submit evidence of prior learning and current competence and/or undergo appropriate forms of RPL assessment for the award of credits towards the qualification in accordance with applicable RPL policies and relevant national-level policy and legislative framework. Implementation of RPL shall also be consistent with requirements, if any, prescribed for the field or sub-field of study by relevant national, regional or international professional bodies.

**PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)**

**Horizontal Articulation** (related qualifications of similar level that graduates may consider)

Graduates of this qualification may consider pursuing related qualifications (at this level) such as Bachelor of Business Administration; Bachelor of Commerce in Marketing Management; Bachelor of Commerce in Information and Technology Management and Bachelor of Commerce in Human Resource Management for purposes of multi skilling, retooling, etc.

**Vertical Articulation**(qualifications to which the holder may progress to)

Graduates may progress to higher level qualifications such as:

- Post Graduate Diploma in Business Management (PGDBM) and other various Postgraduate programmes;
- The Bachelor of Commerce (Honours) in Supply Chain Management;
- Masters degree in Supply Chain Management or Logistics and Transportation Management;

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Graduates will have requisite competencies and attributes to work as:

- i) Supply Chain Officer
- ii) Logistics Officer
- iii) Warehouse Officer
- iv) Procurement Officer
- v) Supply Chain Controller
- vi) Logistics and Supply Chain Manager
- vii) Risk Assessment Manager
- viii) Supply Chain Specialist
- ix) Supply Chain Director
- x) Supply Chain Management Consultant

**QUALIFICATION AWARD AND CERTIFICATION**

**Minimum standards of achievement for the award of the qualification**

A candidate is required to achieve the stipulated **515** total credits inclusive of the fundamental, core and elective components (if any), to be awarded the qualification.

**Certification**

Candidates meeting prescribed requirements will be awarded the qualification in accordance with standards prescribed for the award of the qualification and applicable policies.

**REGIONAL AND INTERNATIONAL COMPARABILITY**

This qualification compares with the following:

1. University of Pretoria Bachelor of Commerce (B Com) in Supply Chain Management is a three (3) year qualification, (NQF Level 7) worth 399 credits, which develops competencies in supply management, production & operations management, warehousing, transport management and supply chain strategy.

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2. University of South Florida (USA) Bachelor of Science in Marketing – Supply Chain Management (B Sc. Marketing – Supply Chain Management) is a four (4) year qualification worth 120 alternative credits, which develops competences in management of the international flow of goods, services, finances and information among organizations in global supply chains. The supply chain management includes business-to-business relationship management, global sourcing, inventory management, logistics, transportation, warehousing, facility management and materials handling.
3. Other qualifications offered in countries such as New Zealand (University of Auckland) and USA (University of Phoenix USA) which generally emphasizes development of competencies in procurement and sourcing decision, logistics and operations management.

Although the qualifications examined generally follow similar structures and standards, there are differences, though not significant, in that some of the qualifications emphasize on developing competences in procurement & sourcing, transport and logistics while others focus on developing competences in the whole supply chain value chain covering procurement, warehousing, transport & logistics, operations management as well as all other supply chain functions. The other differences are the qualification duration, where other institutions like University of Pretoria offer the qualification for three (3 years) while University of Botswana (UB) offers a similar qualification in four (4) years.

As noted above, this qualification generally compares well with all the qualifications studied since the exit outcomes cover similar scope and depth and are aligned to exit-level descriptors typical of this level and type of qualification as done within the region and beyond as well as competencies required for registration and accreditation with professional bodies such as Chartered Institute of Purchasing & Supply (CIPS), Chartered Institute of Logistics & Transport (CILT) and Institute for Supply Management (ISM). However, what makes this qualification unique and relevant to today's highly competitive and changing environment, is the provision for development of attributes such as application of technology in supply chain management, team work, decision making, negotiation, conflict management, working ethically, research work and practical experience (work related attachment) which are critical for a graduate with qualifications in Supply Chain Management.

**REVIEW PERIOD**



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The qualification will be reviewed after five years after running its full cycle. However, ad-hoc reviews will be done in line with environmental changes.

**Other information** – please add any supplementary information to help the application for this qualification for NCQF Registration.

**CRITERIA FOR SELECTION OF ASSESSORS AND MODERATORS**

**Qualification(s) required**

- A minimum of Master's degree in a relevant field plus evidence of competence in assessment and moderation

**Professional work experience required**

- At least two years of academic experience plus work experience in a relevant field.

**Professional registration and accreditation**

Assessors and moderators must have valid registration and accreditation with all relevant bodies such as:

- Botswana Qualifications Authority (BQA)
- Chartered Institute of Purchasing and Supply (CIPS)
- Chartered Institute of Logistics and Transport (CILT)

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<b>CODE (ID)</b>	
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<b>REGISTRATION STATUS</b>	<b>BQA DECISION NO.</b>	<b>REGISTRATION START DATE</b>	<b>REGISTRATION END DATE</b>
<b>LAST DATE FOR ENROLMENT</b>		<b>LAST DATE FOR ACHIEVEMENT</b>	