

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS												
QUALIFICATION DEVELOPER (S)	GIPS											
TITLE	Bachelor of Commerce in Purchasing and Supply Chain Management						NCQF LEVEL	7				
STRANDS (where applicable)	N/A											
FIELD	Business, Commerce and Management Studies						CREDIT VALUE	496				
SUB FIELD	Management Studies											
New Qualification	Legacy Qualification					Renewal Qualification		✓				
							Registration Code	Q0067				
SUB-FRAMEWORK	General Education				TVET			Higher Education				✓
QUALIFICATION TYPE	Certificate	I	II	III	IV	V	Diploma	Bachelor		✓		
			Bachelor Honours		Post Graduate Certificate				Post Graduate Diploma			
						Masters			Doctorate/ PhD			

RATIONALE AND PURPOSE OF THE QUALIFICATION

RATIONALE:

The National Scarce Skills List of 2013 (HRDC:2013) recognized the accompanying purchasing and supply related careers traversing an assortment of word-related groupings that ought to be procured and created to address Botswana's abilities needs in different field of specializations. The extent of the shortage of these aptitudes and their related callings run from 70 to 9235, with most surpassing 2000 (Statistics Botswana 2017). Far reaching criticism from managers and job players, for example, the Road Freight Association (RFA), the Botswana Air Force (BAF) resounded these discoveries. Moreover, there are not many formal capabilities offered by either open or private suppliers.

The Human Resources Development Council (HRDC) Top Occupations in High Demand (2016), embraces all elements of skills development and planning for citizen empowerment and skills development. There is great contribution to the Commerce and Industry as graduates who complete the qualification are eligible for employment at junior, senior and corporate management. The Institution is closing the gap of the shortage of Purchasing and Supply Managers and Business Developers in the Nation.

PURPOSE: (itemise exit level outcomes)

The purpose of this qualification is to produce graduates with specialised knowledge, skills and competences to:

- a) Evaluate the role of the purchasing and supply management function within an organisation.
- b) Conduct on-going improvement and optimization of purchasing and supply chain and its processes.
- c) Ensure availability of appropriate resources and competitive infrastructure to deliver the procurement and supply chain strategy.
- d) Develop and implement operational strategy pertaining to purchasing and supply operations.

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- e) Apply the modern integrated approach to the management of the supply of materials and services to organisations and insight into the impact.
- f) Apply the role of the purchasing and supply management function within an organisation.

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

- Certificate IV, NCQF level 4 in General Education (e.g. Botswana General Certificate of Secondary Education, International General Certificate of Secondary Education with a Credit, or better in English and Mathematics).
- Students who do not meet the minimum admission requirements, could apply for admission based on recognition of prior learning (RPL).

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Demonstrate knowledge, applied competence and skills related to organisational design, Strategic Planning and Decision making.	1.1. Analyse the elements of organisation design and the authority relationships in organisations. 1..2 Apply all aspects of the planning process that include goal setting, strategic planning and function of managers. 1..3 Use the rational decision-making model to make effective decisions.
2. Demonstrate knowledge and skills in operating processes, Selection and	2.1. Apply knowledge and skills pertaining to the operational processes and management of purchasing and supply function in the organisation.

<p>evaluation, Purchasing in small business and Purchases services.</p>	<p>2.2 Examine strategic management of the supply base, including the selection and evaluation, are utilised in accordance with the strategic sourcing approach.</p> <p>2.3 Recognise the areas of application in purchasing and supply management, including purchasing capital equipment, purchasing from small businesses and purchasing services.</p>
<p>3. Design a framework for risk management, involving identification of events or circumstances relevant to the organisation's objectives.</p>	<p>3.1. Examine the nature of risk affecting purchasing and supply chains.</p> <p>3.2. Evaluate how effective project management can mitigate risks in supply chains.</p> <p>3.3. Assess the main processes in managing risk in purchasing and supply chains.</p> <p>3.4 Apply risk management strategies to mitigate risks.</p>
<p>4. Apply the role of the purchasing and supply management function within an organisation.</p>	<p>4.1 Evaluate the purchasing and supply chain models that affect both the internal and external elements of the business.</p> <p>4.2 Recognise the planning, organising and controlling of resources needed to improve quality, efficiency and costs, of both product and service operations.</p> <p>4.3 Analyse the factors that influence purchasing and supply chain network structure, purchasing and supply management business processes and decisions.</p>

	<p>4.4 Examine the interaction between supply management and other functional areas of business.</p>
<p>5. Improve and optimize purchasing and supply chain processes, functions and activities, leadership and team work.</p>	<p>5.1 Apply management functions and activities to optimize purchasing and supply chain and its processes.</p> <p>5.2 Recognise latest trends in leadership, functions and activities and principles within purchasing and supply chain.</p> <p>5.3 Demonstrate an understanding of team work as an approach is used to optimise supply chain processes.</p>
<p>6. Apply the key concepts and processes in purchasing and supply management.</p>	<p>6.1 Examine the role and function of purchasing and supply management.</p> <p>6.2 Recognise the industry related acronyms, terms, processes, organization structures, job descriptions and customer-supplier relationships that pertain to purchasing and supply management.</p> <p>6.3 Realize the importance of purchasing and supply management in modern day business.</p> <p>6.4 Appraise the major process steps typically involved in purchasing and supply management.</p> <p>6.5 Use basic purchasing and supply management decision making for problem solving.</p> <p>6.6 Apply and use insourcing, out sourcing make vs buy, cost management, and negotiation skills to minimize costs in purchasing and supply management.</p>

<p>7. Assess the availability of appropriate resources and competitive infrastructure to deliver the procurement and supply chain strategy.</p>	<p>7.1 Evaluate the strategic sourcing process.</p> <p>7.2 Examine forecasting techniques used to forecast the demand for products and services to optimize operational and distribution plans and activities.</p> <p>7.3 Apply International purchasing and supply processes and counter-trade transactions are used to secure appropriate resources.</p> <p>7.4 Analyse relationships with purchasing and supply chain stakeholders and established the effectiveness of the total supply chain.</p> <p>7.5 Recognised strategies developed to optimize supply chain procurement operations to ensure customer satisfaction.</p> <p>7.6 Demonstrate an understanding of in/outsourcing decision and the implications of such a decision.</p>
<p>8. Develop and oversee the implementation of an operational strategy as it pertains to purchasing and supply operations.</p>	<p>8.1. Evaluate the various operational processes in terms of their impact on the operational strategy, the organisation and the supply chain.</p> <p>8.2 Apply fundamental principles of risk management are applied to supply chain management.</p> <p>8.3 Develop strategy which optimizes operational supply and flow.</p> <p>8.4 Formulate implementation monitoring plan for the operational strategy.</p>
<p>9. Examine relevant accounting information and compile basic statements of comprehensive income, statements of</p>	<p>9.1 Appraise the nature of accounting theory, principles, accounting policy, practice and procedures.</p>

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<p>changes in equity and statements of financial position.</p>	<p>9.2 Apply concepts of income and expenditure to determine the gross and net profits (or losses) and the effect thereof on owner's equity.</p> <p>9.3 Analyse transactions in the books of an entity are analysed, recorded and statement of financial position from the basic accounting equation.</p> <p>9.4 Prepare Ledger accounts, trial balance and financial statements prepared.</p> <p>9.5 Conduct closing-off procedure to determine the profit or loss and financial statements prepared.</p> <p>9.6 Assess the importance of inventory and entries related to inventory recorded in the books of an entity.</p>
<p>10. Assess problems relating to the general principles of the law of contract in Botswana.</p>	<p>10.1 Apply general principles of the law of contract within a legal framework in real life situations.</p> <p>10.2 Recognise sources to solve legal problems regarding the functioning of the Botswana legal system and the general principles of the law of contract.</p>
<p>11. Demonstrate knowledge of the modern integrated approach to the management of the supply of materials and services to organisations and insight into the impact.</p>	<p>11.1 Examine origins and elements of supply chain management approach.</p> <p>11.2 Realize the importance of supplier partnerships and strategic alliances.</p> <p>11.3 Evaluate the importance of the customer relations in the supply chain management approach.</p> <p>11.4 Appraise the overall importance of process integration in supply chain management.</p>

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [5]	Level [6]	Level [7]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Introduction to Purchasing and Supply	12			12
	Introduction to Business Communication	12			12
	Introduction to Quantitative Methods	10			10
	Introduction to Information Technology	12			12

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	Introduction to Accounting	10			10
	Introduction to Management	10			10
	Introduction to Business Law	10			10
CORE COMPONENT Subjects/Courses/ Modules/Units	Business Economics	10			10
	Procurement and Contract Management	10			10
	Inventory and Logistics Operations		15		15
	Quantitative Methods		15		15
	Cost and Management Accounting		10		10
	Internship			40	40
	Warehousing in the Global Supply Chain		10		10
	Human Resources Management		10		10

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	Purchasing and Supply Relationships		15		15
	Managing Risk in Supply Chain		10		10
	Leadership in Purchasing and Supply		15		15
	Business Needs in Procurement and Supply		10		10
	Logistics and distribution management			15	15
	Supply Chain Management			10	10
	Dissertation			60	60
	Freight Transport Industry			10	10
	Supply Chain Diligence			10	10
	Project Management			15	15
	Research Methods			15	15

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	Green Purchasing and Supply			15	15
	E-Purchasing and Supply Chain Management			10	10
	Corporate Strategy			10	10
	Purchasing and Supply Research Project			10	10
	International Purchasing and Supply Management			15	15
	International Marketing Management			15	15
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level [5]	Level [6]	Level [7]	
1.					
2.					

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Electives	Entrepreneurship Management			10	10
	Marketing Management			10	10
	Purchasing and Supply Environments			10	10
	Purchasing and Supply Operations			10	10
	Corporate Governance and Ethics			10	10
	Strategic Procurement			10	10
	Total Quality Management			10	10

SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL	
TOTAL CREDITS PER NCQF LEVEL	
NCQF Level	Credit Value
Level 5	96
Level 6	110

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Level 7	290
TOTAL CREDITS	496

Rules of Combination:

(Please Indicate combinations for the different constituent components of the qualification)

The qualification consists of 496 credits distributed as follows

Level and Credits	Fundamental	Core	Elective
Level 5...credits....96	76	20	
Level 6...credits....110		110	
Level 7....credits..290		250	40
Total Credits.....496	76	380	40

Candidates are expected to choose 4 electives modules worth 40 credits (10 credits each)

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ASSESSMENT ARRANGEMENTS

There shall be both formative and summative assessments which will each contribute 50% towards the final mark or grade.

All assessors should be registered and accredited by Botswana Qualifications Authority

MODERATION ARRANGEMENTS

There will be provision for internal and external moderation for the assessments as a quality assurance measure. All moderators should be registered and accredited by Botswana Qualification Authority.

RECOGNITION OF PRIOR LEARNING

There will be provision for the award of the qualification through Recognition of Prior Learning (RPL) in accordance with ETPs' and national policies on RPL.

CREDIT ACCUMULATION AND TRANSFER

There will be provision for the award of the qualification through Credit Accumulation and Transfer (CAT) in accordance with ETPs' and national policies on CAT.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Learning Pathways

Horizontal Articulation

- a) Bachelor of commerce in Logistics and Supply,
- b) Bachelor of Business Administration;
- c) Bachelor of Commerce in Marketing Management;
- d) Bachelor of Commerce in Information and Technology Management

- e) Bachelor of Commerce in Human Resource Management.

Vertical Articulation

- a) The Bachelor of Commerce (Honours) in Purchasing and Supply Chain Management;
- b) Masters degree in Purchasing and Supply Chain Management
- c) Masters in Logistics and Transportation Management.
- d) MPhil Business Management option Supply Chain Management

Employment Pathways

- a) Supply Chain Analyst
- b) Production and Operations Manager
- c) Warehousing Manager
- d) Transport Manager
- e) Supply Chain strategist
- f) Logistics Manager
- g) Purchasing and Supply Chain Officer
- h) Procurement Officer
- i) Supply Chain Controller
- j) Purchasing and Supply Chain Manager

QUALIFICATION AWARD AND CERTIFICATION

Minimum standards of achievement for the award of the qualification

To be awarded Bachelor of Commerce in Purchasing and Supply Chain Management, candidates have to attain a minimum of 496 credits in accordance with the rules of combination.

Certification

Successful learners will be issued with a Qualification Certificate and transcript indicating their achievement.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

This qualification compares well with the following:

Benchmarking was done using two qualifications:

- Bachelor of Commerce in Supply Chain Management – University of Pretoria, R.S.A
- Bachelor of Science in Supply Chain Management – University of South Florida, U.S.A

Similarities

- **Learning/Exit outcomes:** Both qualifications indicated that their aim is to equip the graduates with knowledge and skills in the Supply Chain Management sector with a focus on technology use for procurement just like with the proposed qualification.
- **NCQF Level:** A significant similarity is found in the NCQF level. B.com in supply chain management and the proposed qualification have the same level 7 standard. Whereas the BSc in supply chain management level was not indicated.
- **Modules/Domains/Courses:** Both qualifications domains/modules/Courses compare well with our proposed qualification in that they all focused on Supply chain management with emphasis on Production and operations management, business law and logistics management which develop competencies in procurement practices and entrepreneurial skills.

Differences

- **Credit Value:** The benched marked qualifications and the proposed qualifications differ in credit value in that, the credit value for B.com Supply Chain Management is 404, BSc in Supply Chain management 120 and proposed qualification is 496 credits. The notable difference is the proposed qualification has 32 modules to offer, and credits value ranging

from 10-15 per module whereas the benched marked qualifications have 20 and 28 modules with credit value ranging from 6 and 4-12 per module respectively.

- **Titles of Qualification:** Both benched marked qualifications titles are different to the proposed qualification title. The benched marked qualifications emphasized on developing competences in supply chain management covering operations, warehousing as well as other supply chain functions whilst the proposed qualification focus on competences in purchasing covering supply chain management which allows niche market.
- **Duration:** The proposed qualification takes a minimum of 4 years to complete. On the contrary, the two benched mark qualifications take a three-year degree to complete. The difference in durations can be accounted by the fact that the qualifications compared to have exempted level 5 which is incorporated in the proposed qualification for access and inclusion.

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, teamwork, 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

This Qualification will be reviewed after every 5 years.

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For Official Use Only:

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