

<b>QUALIFICATION SPECIFICATION SECTION A</b>							
<b>QUALIFICATION DEVELOPER</b>		Institute of Development Management					
<b>TITLE</b>	Bachelor of Science in Supply Chain Management				<b>NCQF LEVEL</b>		7
<b>FIELD</b>	Business, Commerce and Management Studies			<b>SUB-FIELD</b>		Procurement	
New qualification		X	Review of existing qualification				
<b>SUB-FRAMEWORK</b>	General Education			TVET		Higher Education	X
<b>QUALIFICATION TYPE</b>	Certificate			Diploma		Bachelor	
	Bachelor		X	Master		Doctorate/PhD	
<b>CREDIT VALUE</b>						<b>480</b>	
<b>RATIONALE AND PURPOSE OF THE QUALIFICATION</b>							
<p>The Human Resource Development Council report (HRDC Top Occupations in Demand, 2017) highlights top skills which are informed by Vision 2036 with Pillar 1: Sustainable Economic Development and Pillar 2: Human and Social Development. The two pillars emphasise transformation of our economy to a knowledge-based economy and producing a globally competitive human resource as key strategies for driving economic growth and diversification. According to the HRDC report, procurement and supply technicians are very vital in the Finance and Business service sector, while Supply, distribution and related managers are very important in Transport and Logistics sector; and generally, supply chain professionals are very resourceful in the public sector. Public and private organisations have been experiencing substantial financial losses emanating from mismanagement of supply chain function. Supply chain is now recognised as a value adding activity able to make considerable contribution to the success and prosperity of an organisation.</p> <p>The purpose of this qualification is to equip learners with necessary proficiencies (attitudes, values, insight, skills and knowledge) needed in the contemporary integrated supply chain management, including the following:</p> <ul style="list-style-type: none"> <li>• Principles of Procurement;</li> <li>• Managing inventories;</li> <li>• Negotiation techniques;</li> <li>• Supplier selection and management techniques;</li> <li>• Warehouse layout designs;</li> <li>• Logistics management and distribution channels;</li> <li>• Ethical conduct;</li> <li>• Conducting research.</li> </ul> <p>The qualification has been designed to ensure that the subject matter truly reflects the needs of the business community at large and that it prepares those intending to work in the supply chain function and further creates an opportunity to enrol for Master of Science Degree in Supply Chain Management.</p>							



**BQA NCQF Qualification Template**

**DNCQF.FDMD.GD04**

**Issue No.: 01**

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

To be considered for this course applicants should have at least one of the following:

- NCQF level 4, Certificate IV must include a pass in English.
- NCQF level 5, Certificate V, Basic Purchasing and Materials Management Certificate
- Diploma qualification in any relevant field of study
- Learners who do not meet the above requirements, will be considered in accordance with recognition of prior learning (RPL)

QUALIFICATION SPECIFICATION		SECTION B	
GRADUATE PROFILE (LEARNING OUTCOMES)		ASSESSMENT CRITERIA	
1. Demonstrate knowledge of communication and study skills with good interpersonal and communication skills		1.1	Summarise information from textbooks and other sources
		1.2	Paraphrase, synthesize and organize information gathered from different sources of information
		1.3	Apply critical analytical skills in reading and writing
2. Demonstrate wide and general knowledge and understanding of the major key fields within the computer essentials, including Microsoft word, online essentials and spread sheet		2.1	Define key concepts relating to ICT, computers, devices and software & Work effectively on the computer desktop using icons, windows.
		2.2	Define network concepts and connection options and be able to connect to a network & Define the importance of protecting data and devices from malware, and the importance of backing up data.
3. Demonstrate knowledge of fundamental principles of procurement.		3.1	Use the five rights of purchasing when undertaking procurement processes
		3.2	Apply the stages of the procurement cycle in the acquisition of goods and services.
		3.3	Prepare product and service specifications
4. Manage different types of organisational inventory		4.1	Evaluate the different stock replenishment techniques
		4.2	Use forecasting techniques in determining the required demand
		4.3	Use inventory control techniques and methods
		4.4	Maintain optimum inventory levels Check numbering
5. Demonstrate knowledge of negotiation process		5.1	Conduct negotiation process during the acquisition of products and services
		5.2	Use various tactics and techniques in negotiation
		5.3	Evaluate the risks and challenges of cross-cultural negotiations
6. Select and manage right suppliers using systematic processes		6.1	Follow the supplier selection stages when procuring goods or services
		6.2	Apply supplier selection techniques
7. Demonstrate knowledge of the different warehouse layout designs		7.1	Appraise the basics of warehousing and layout principles
		7.2	Evaluate factors to consider when designing a warehouse
		7.3	Choose suitable stock location systems
		7.4	Choose suitable material handling equipment
8. Evaluate the challenges facing managers in dynamic and changing organizations		8.1	Describe the concept of management in the organisation
		8.2	Relate management theories and their Implications to present day management.

	8.3	Use a range of techniques to support and implement justifiable management decisions
9 Interpret and apply financial techniques relating to the performance of the contract	9.1 9.2 9.3	Utilise appropriate methods of budgeting. Evaluate capital projects using: <ul style="list-style-type: none"> <li>• Net present value</li> <li>• Profitability index</li> <li>• Payback period</li> <li>• Internal rate of return</li> </ul> Review types of finance and their advantages and disadvantages
10 Critically appraise leadership skills and behaviours to help achieve commitment from across the organization including management, customers and suppliers.	10.1 10.2	Demonstrate attributes of a good team leader and the process of leadership Use appropriate leadership theories and styles in management of customers
11 Develop plans that are directed towards improving strategic procurement and controlling procurement expenditure	11.1 11.2	Appraise the growth in the strategic role of procurement Assess factors that impact strategy selection and construct a framework for strategy development
12 Demonstrate knowledge of public sector procurement	12.1 12.2 12.3	Evaluate the main sources of public sector funding Identify the main sources of public sector procurement regulations. Evaluate how PPADB affect the formation of legal relations in public sector procurement and supply
13 Demonstrate understanding of logistics management and distribution channels	13.1 13.2 13.3	Appraise the basics of logistics and distribution principles Apply varied scheduling and routing techniques in logistics and distribution of goods. Investigate factors Influencing distribution within the supply chain
14 Develop successful enterprises from indigenous knowledge and skills	14.1 14.2 14.3 14.4	Evaluate Challenges facing small businesses Identify and explain policy and regulation of small businesses Analyze determinants of entrepreneurship activity Set up enterprises with a global perspective
15 Describe corporate governance and ethics in an organisation	15.1 15.2 15.3 15.4	Formulate a general governance structure of a company Demonstrate ethical behavior and be able to differentiate ethics from the law Develop a company code of ethics and ethical guidelines Apply the procurement fundamental principles of ethics in procurement of goods and services
16 Critically appraise the main techniques that improve organisation's operations	16.1 16.2	Analyse dimensions of Operations management design techniques in supply chains Apply the techniques of capacity planning and control in operations management in supply chain

	16.3 Critically evaluate the contribution of TQM in improving Operations management in supply chain
17 Distinguish between research types, methods, approaches and strategies in conducting research	17.1 Distinguish between basic, applied, scientific and unscientific research 17.2 Describe literature review and identify literature topic for a research problem 17.3 Distinguish between quantitative and qualitative research design 17.4 Distinguish between secondary and primary data and related data collection instruments
18 Generate a topic for research, plan and execute a project investigating that topic and write-up what you did and what your findings were.	18.1 Generate a topic for research. 18.2 Conduct a research based on the topic. 18.3 Write up the findings. 18.4 Share the findings of the research orally or multimedia presentation.
19 Gain experience in the workplace to practice and demonstrate skills and competencies in the chosen career.	19.1 Apply work experience in the real world. 19.2 Apply the networking experience. 19.3 Adhere to time management. 19.4 Convert academic knowledge into industry skills.

<b>QUALIFICATION STRUCTURE</b>			
<b>SECTION C</b>			
<b>FUNDAMENTAL COMPONENT</b> Subjects / Units / Modules /Courses	<b>Title</b>	<b>Level</b>	<b>Credits</b>
	Academic Writing Skills	5	5
	Communication and Study Skills	5	5
	Word Processing	5	5
	Computer Essentials	5	5
	Professional Communication	5	5
	Research Methods	7	15
	Spread sheets	5	5
	Entrepreneurship I	5	5
	Entrepreneurship II	6	5
<b>CORE COMPONENT</b> Subjects / Units / Modules /Courses			
	Inventory Management	6	10
	Introduction to Procurement	6	10
	Negotiation in Supply Chain	6	10
	Supplier Selection and Procurement	6	10
	Warehousing and Distribution	6	15
	Finance in Procurement	6	15
	Purchasing Performance Management	7	15
	Introduction to Contract Management	7	15
	Public Sector Procurement	7	20
	Supplier Relationship and Contract Management	7	20
	Logistics and Distribution	7	20
	Leadership in Supply Chain Management	7	20
	Management in Procurement and Supply	7	20
	Sustainable Procurement	7	25
	Risk Management in Supply Chain Management	7	25
	Operations Management	7	25
	Corporate Governance	7	25
	Corporate Strategy	7	25

	Research Project/Dissertation	7	30
	Practicum (Industrial Attachment)	7	30
	Strategic Procurement	7	20
	Managing Ethics in Procurement	7	20

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

Level	CREDITS		
	Fundamental	Core	Elective
5	35	0	0
6	5	70	0
7	15	355	0
8	0	0	0
<b>Total</b>	55	425	0
<b>Grand Total</b>			480

The total credits for BSc in Supply Chain Management is 480, comprising of 55 credits Fundamental modules and 425 Core modules. All core modules are compulsory. For a Candidate to achieve this qualification they must have acquired a minimum of 480 credits.

**ASSESSMENT AND MODERATION ARRANGEMENTS**

Assessments are designed to ensure that learners achieve the overall learning outcomes of the programme and the individual modules. Summative and formative types of assessment will be used. Formative assessments such as test, assignment and presentations are given during learning process to evaluate the learners' understanding. Summative assessments will be given to evaluate learners' performance and form part of the overall module grade.

**Formative assessment**

All formative assessments shall be aligned to learning outcomes and/or sub-outcomes. Modules shall be assessed by Course work, Research Project, Internship and a final examination paper for each of the courses studied.

- Course work component of the BSc SCM shall be assessed by continuous assessment (CA) test and assignment. This totals 40% for the CA.

### **Summative assessment**

Summative assessment occurs at the end of a teaching and learning cycle when learners are given the opportunity to demonstrate what they have learned by applying their knowledge in new and authentic contexts. Summative assessments are a means to gauge, at a particular point in time, learning relative to the pre-defined criteria communicated to learners prior to and during formative assessment. Although the information gained from this type of assessment is important, it can only help in evaluating certain aspects of the learning process. Summative assessment shall contribute 60%.

## **MODERATION ARRANGEMENTS**

### **Pre-assessment Moderation**

Before administering any assessments that contribute towards the award of credits, moderation will take place. This will 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
- 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 instruction layout is appropriate and that wording of assessment tasks or questions is appropriate
- Checking if the assessment criteria or rubrics is consistent with the learning outcomes against which assessment is to be done

### **Post - assessment Moderation**

Moderators will 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 25 % candidates 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 procedure
- observation about the performance of candidates
- consistency of assessment judgments and decisions
- evaluation of assessment instruments and their alignment to learning outcomes
- recommendations for improvement

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

Candidates may submit evidence of prior learning and current competence and to 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)**

## **LEARNING**

### **1. Horizontal Pathways /or Diagonal Articulation (related qualifications of similar level that graduates may consider**

- Bachelor of Business Administration (General)
- Bachelor of Business Administration (Logistics and supply Chain Management)
- Bachelor of commerce in Supply Chain Management
- Chartered Institute of Procurement and Supply (CIPS), UK
- BSc (Hons) Logistics and Supply Chain Management
- Chartered Institute of Logistics and Transport (CILT), UK

### **2. Vertical Pathways**

- Masters of Science, Supply Chain
- Master of Science, Project Management
- Master of Business Administration (General)
- Master of Public Administration

## **EMPLOYMENT**

**On successful completion of this qualification the holder may be absorbed in the job market as;**

Graduates will have requisite competencies and attributes to work as:

- Administrative or purchasing assistant
- Contracts administrator
- Stock controller
- Assistant buyer
- Assistant contract officer
- Contract analyst
- Buyer
- Procurement specialist
- Contract officer

- Supply chain analyst
- Supply chain planner
- Senior buyer
- Procurement executive
- Procurement specialist
- Contract officer
- Supply Chain executive
- Strategic procurement manager
- Head of commercial
- Supply Chain Manager
- Head of Logistics/transport
- Operations manager

#### **QUALIFICATION AWARD AND CERTIFICATION**

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

A candidate is required to achieve the stipulated 480, total credits inclusive of the fundamental, core and elective components, to be awarded the qualification.

##### **Certification**

The qualification will be awarded in accordance with the qualification composition, rules and applicable policies.

#### **REGIONAL AND INTERNATIONAL COMPARABILITY**

This qualification has been benchmarked with the following:

The qualifications examined, have general similarities in structures and standards however, the significant difference is that CIPS is a purely generic Procurement and Supply Management qualification and so it does not address the local public sector procurement competencies and exit outcomes.

The qualification generally compares well with all the qualifications stated above since the exit outcomes cover similar scope and depth and are aligned to exit-level descriptors typical of this level within the region and beyond. Further to this, requisite competencies required for registration and accreditation with professional bodies such as CIPS have been taken into account. CIPS is a generic global qualification

while BSc Supply Chain Management takes into account the local needs and context. What sets this qualification apart from the ones examined is that there is provision for development of competencies in public sector procurement, Public Procurement and Asset Disposal Board regulations and exposes learners to field experience through practicum.

### **Conclusion**

The BSc Supply Chain Management compares well in terms of the requisite knowledge and skills of supply chain management and also encompasses contemporary issues in the Procurement and Supply sphere and is robust enough to prepare the learners to deal with Procurement and Logistics and supply chain management challenges within the both Public and Private sector.

### **REVIEW PERIOD**

The qualification will be reviewed every five (5) years.