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## CIPS Exam Report for Learner Community:

<b>Qualification:</b>	<b>Advanced certificate in procurement and supply operations</b>
<b>Exam series:</b>	<b>November 2018</b>

### General guidance on how to approach multiple choice questions:

- Candidates should read the exam instructions very carefully and familiarise themselves with the structure of multiple choice examinations in advance of the exam so they know what to expect.
- CIPS provide a guide for candidates which gives guidance and tips when preparing for multiple choice assessments, this is an extremely useful tool and CIPS strongly recommend that all candidates use this guide when preparing for multiple choice examinations. (Available for download for the CIPS website).
- Candidates are advised to use the multiple choice exemplars available on the CIPS website to practice for examinations [www.cips.org/learn/student-zone/](http://www.cips.org/learn/student-zone/)
- Candidates are advised to recheck their answers on completion of the exam paper to identify any potential mistakes when marking down answers.

## November 18 -Advanced certificate in procurement and supply operations

Unit Code	Unit Title	Total Sat Nov 18	Pass Rate
AC1	Procurement and supply environments	462	87%
AC2	Procurement and supply operations	483	82%
AC3	Procurement and supply workflow		
AC4	Inventory and logistics operations	629	85%
AC5	Procurement and supply relationships	587	83%

### AC1 – Procurement and supply environments

#### Overview of unit

This unit tests an understanding of the range of factors that can impact on procurement and supply operations.

Following an in-depth review of all learning outcomes associated with this unit, it was identified there was a notable lack of knowledge in relation to the following syllabus areas:

#### LO1

- 1.1 Summarise the functions of the private sector
- 1.3 Analyse the role and scope of procurement and supply in the public sector
- 1.4 Explain the roles of the not for profit or third sector

#### LO2

- 2.1 Explain the implications of different types of competitive markets on procurement and supply
- 2.3 Explain the impact that market factors can have on organisations

#### LO3

- 3.1 Use analytical tools to explain the impact of the external environment on procurement and supply
- 3.2 Explain the implications of economic criteria that impact on procurement and supply
- 3.5 Explain the implications of social criteria that impact on procurement and supply

## AC2 – Procurement and supply operations

### Overview of unit

This unit examines considerations for formulating agreements with external organisations and assesses procurement and supply operations.

Following an in-depth review of all learning outcomes associated with this unit, it was identified there was a notable lack of knowledge in relation to the following syllabus areas:

#### LO1

1.4 Assess techniques to secure required quantities at required timescales

#### LO2

2.1 Explain how procurement needs are identified

2.3 Assess approaches to the sourcing of supplies

2.4 Explain approaches to the formation of agreements with external organisations

#### LO3

3.1 Explain the impact of electronic procure to pay (P2P) systems on procurement operations

3.2 Explain how the use of internet technologies can support procurement operations

## AC3 – Procurement and supply workflow

### Overview of unit

See separate PM report for details of this unit.

## AC4 – Inventory and logistics operations

### Overview of unit

This unit examines the ability to select appropriate techniques for inventory purchase.

Candidates need to have knowledge of the entire syllabus in detail as there are few margins for guesswork and interpretation of questions.

Following an in-depth review of all learning outcomes associated with this unit, it was identified there was a notable lack of knowledge in relation to the following syllabus areas:

#### LO1

1.2 Assess the costs involved in holding inventory

#### LO2

2.1 Describe the principles of stores and warehouse design

2.3 Describe the use of warehousing equipment

#### LO3

3.1 Explain the main modes of transportation in logistics

3.2 Explain documentation that relates to transport in logistics

3.3 Assess common types of incoterms in international logistics

3.4 Develop a plan for the transport of freight

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## **AC5 – Procurement and supply relationships**

### **Overview of unit**

This unit examines techniques to develop customer and supplier relationships, marketing and effective communication.

Following an in-depth review of all learning outcomes associated with this unit, it was identified there was a notable lack of knowledge in relation to the following syllabus areas:

#### **LO1**

- 1.2** Classify the stakeholders in a relationship between purchasers and suppliers
- 1.3** Explain the appropriateness of cross functional working when making relationships in procurement and supply

#### **LO2**

- 2.1** Review the principles and definitions of marketing
- 2.2** Explain techniques associated with marketing
- 2.3** Explain sources of competitive advantage sought through marketing
- 2.4** Explain the relevance of marketing principles to purchasers

#### **LO3**

- 3.1** Explain the main techniques for the profiling of purchasers and suppliers
- 3.2** Classify the types of information that can be exchanged between purchasers and suppliers
- 3.3** Explain how technologies may impact on commercial relationships between purchasers and suppliers