



أكاديمية الزمالة  
العربية البريطانية



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Arab British Academy Fellowship  
A.B.A.F





# Excellence in strategic management of supply and purchase

## Objectives

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- In view of the complementary relationship between the procurement and storage functions and their vital role in reducing costs and improving the organization of institutional work, this program aims to increase the efficiency and effectiveness of employees in purchasing and storage departments.
- Plan, follow up on procurement and negotiate with suppliers to reduce supply and operating costs.
- Planning, monitoring and protecting inventory to ensure continuity of work and reduce investor in warehouses.
- Eliminating Rawdk to achieve liquidity for the organization.

## Who Should Attend?

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- Logistic Managers
- Staff Logistics
- Freight and unloading sector
- Experts in the supply chain and logistics

## Seminar Outline

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### DAY 1

- The importance of procurement and storage in the organization's integrated planning.
- The impact of purchase and storage costs on the organization's income.
- Procurement and storage policies.
- Centralization and decentralization of procurement and storage.

### DAY 2

- Sources of supply.
- Factors of trade-offs between suppliers.
- Internal organization of stores.
- Wholesale warehouse and exchange depot.
- Sorting methods.
- Locating the item.



### DAY 3

- Types of procurement methods (general tender, limited practice, direct order)
- Regulation of procurement methods.
- Procedures and models used for procurement and storage.
- Inventory control and evaluation of procurement work

### DAY 4

- Inventory control methods.
- Inventory control reports.
- Inventory monitoring indicators.

### DAY 5

- Responsibilities and duties of procurement and warehouse workers
- Methods of evaluation and follow-up of procurement



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