

Supplier management

Training specification

Course overview

Suppliers can introduce significant risks into your business, so having an effective supplier management system is essential for protecting product safety, legality, quality and integrity.

This training provides a practical, step-by-step approach to managing both material and operational suppliers in the food and food-related industries.

The course takes you through the complete supplier management process - from understanding the different types of suppliers and developing your supplier management system, through to risk assessment, supplier approval and ongoing management.

Rather than simply explaining what the standards require, the training provides practical processes that you can apply within your own business.

It is designed for staff who are responsible or accountable for managing suppliers, including technical and procurement teams, raw material technologists, department managers and those responsible for supplier approval and monitoring.

It's also suitable for those who need to develop, implement or manage a supplier management system, as well as those who carry out supplier risk assessments and supplier approval activities.

Technical information

Created & certified by Techni-K

Version control: Version 1.0

Date of release: August 2022

Course run time: 5 Hours*

CPD equivalent training hours: 5

Stop/start function: Yes

Level: Management

Dashboard credit value: 10

Compliance: BRCGS - Food Issue 9, Storage & Distribution Issue 4, Agents & Brokers Issue 3, FSSC 22000 V5.1, IFS Food V7 & SQF Food Manufacturing Edition 9

Language: English

Other languages available: No

Suitable for hearing impaired: Yes

Suitable for the visually impaired: No

Format: Cloud-based eLearning

Internet connection required: Yes

Supported browsers: Google Chrome & Mozilla Firefox (latest version)

Exam type: Open book

Test format: 5x25 multiple choice questions

Assessment grading: Pass or fail

Timed test: No

Pass rate: 70%

Immediate free retraining: Yes

Instant certificate: Yes, online PDF

Training dashboard: Yes, online

Help function: Yes

Chat function: Yes

FAQ: Yes

Glossary: Yes, online

Course materials: PDF lesson guide

*Estimated - run time will depend on each learner. The time stated is as per the course testing by us here at Techni-K and includes approximately 15 mins per exercise.

Assessment

Throughout the course, formative assessment is used to check learning is taking place and at the end of each unit, summative assessment is used to test that learning outcomes have been met - using multiple choice questions.

Course content

This course teaches you how the different stages of supplier management link together. Risk assessment determines the controls required; those controls feed into supplier assessment and approval; and ongoing monitoring ensures that suppliers continue to perform to the required standard. This provides your business with a clear and consistent supplier management process that can be applied to both material and operational suppliers.

Unit 1: Understanding supplier management

This unit teaches you how to develop your understanding of the different types of suppliers and how they should be managed. You'll learn about how to separate suppliers into material and operational suppliers and understand the structured process used to manage them.

Learning outcomes: [See specification](#)

Unit 2: Managing the supplier system

Learn about how to develop and implement a compliant supplier management system. This includes establishing the procedure, defining responsibilities and using a structured approach that can be applied across the business.

Learning outcomes: [See specification](#)

Unit 3: Managing material supplier risks

In this unit, you'll learn about how to identify and assess the risks associated with material suppliers. The course provides a practical supplier risk assessment process that determines the controls required and produces a risk rating that can be used during supplier assessment.

Learning outcomes: [See specification](#)

Unit 4: Assessing material suppliers

Learn about how to assess and approve material suppliers using methods appropriate to their level of risk. You'll understand how the outputs from the supplier risk assessment determine the assessment methods and controls that need to be applied.

Learning outcomes: [See specification](#)

Unit 5: Managing operational suppliers

In this unit, you'll learn about how to manage service and operational suppliers used throughout the business. This includes risk assessment, approval, agreeing supplier controls, monitoring performance and taking action where requirements aren't met.

Learning outcomes: [See specification](#)

Activities

To aid your learning in this training, we've included activities throughout the course to confirm your understanding of key subject information before you progress forward.

- **Quiz questions:** These are straightforward multiple choice questions. You'll simply be asked to select the correct answer and try again until you get it right.
- **Creative exercises:** These activities involve selecting and arranging items to achieve the correct outcome.

Learning materials

Your training has downloadable PDF's you can print within each unit.

Glossary

To accompany this course, there's a glossary of all food industry-related terms that are used to aid understanding, where needed. The glossary can be accessed within the menu of each unit online.



Knowledgebase and online chat

Our training dashboard has an online [knowledgebase](#) which contains FAQ's and 'how to' guides on using the training interface. There's also a chat widget on our website that can be used to get in touch with us directly if help is needed immediately during working hours.