FIRODC Postgraduate Training Institute

A Postgraduate-Only Institution



#255

Procurement, Supply Chain and Logistics Management

Postgraduate Short Course

Leading To:

DIPLOMA - POSTGRADUATE IN

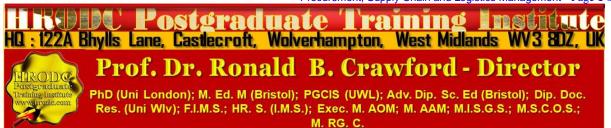
Procurement, Supply Chain and Logistics Management, Double Credit, 60 Credit-Hours

Accumulating to A

Postgraduate Certificate, With 120 Additional Credit-Hours, or A

Postgraduate Diploma, With 300 Additional Credit-Hours

Procurement, Supply Chain and Logistics Management - Page 1 of 23





UDU POSTGRADUATTE TRAINING INS

A Postgraduate — Only Institution

Websites:

https://www.hrodc.com/ https://www.hrodelondon postgraduateshortcourses.com/

Email:

institute@hrodc.com london@hrode.com

HQ

122A Bhylls Lane Wolverhampton WV3 8DZ West Midlands, UK

+44 1902 763 607 +44 7736 147 507

HRODC Postgraduate Training Institute, A Postgraduate-Only Institution **Our UK Government's Verification and Registration**

Our Institute is Verified by, and Registered with, the United Kingdom (UK) Register of Learning Providers (UKRLP), of the Department for Education (DfE). Its UK **Provider Reference Number (UKPRN) is:** 10019585 and might be located at: https://www.ukrlp.co.uk/.

Course Coordinator:

Prof. Dr. R. B. Crawford is the Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and **Affiliations:**

- Doctor of Philosophy {(PhD) {University College London (UCL) University of London)};
- MEd Management (University of Bath);
- Postgraduate (Advanced) Diploma Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton):

Procurement, Supply Chain and Logistics Management - Page 2 of 23



Res. (Uni WIv); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M. AAM; M.I.S.G.S.; M.S.C.O.S.; M. RG. C.

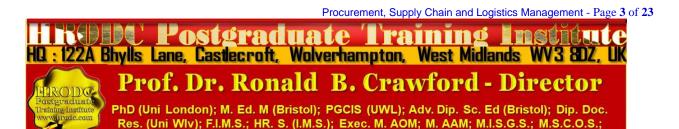
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Member of ResearchGate;
- Executive Member of Academy of Management (AOM). There, his contribution incorporates the judging of competitions, review of journal articles, and guiding the development of conference papers. He also contributes to the Disciplines of:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.

Professor Dr. Crawford has been an Academic in the following UK Universities:

- University of London (Royal Holloway), as Research Tutor;
- University of Greenwich (Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- University of Wolverhampton, (Wolverhampton Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- London Southbank University (Business School), as Lecturer and Unit Leader.

His responsibilities in these roles included:

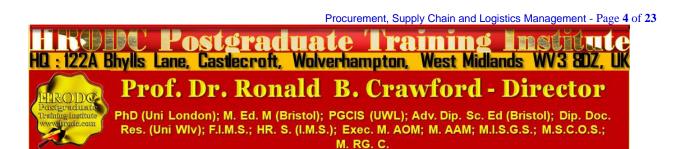
- Doctoral Research Supervisor;
- Admissions Tutor;
- Postgraduate and Undergraduate Dissertation Supervisor;
- Programme Leader;



Personal Tutor

For Whom This Course is Designed This Course is Designed For:

- Supply Chain and Logistics Managers and Professionals;
- Operations Managers;
- Logistics Professionals;
- Logistic Providers;
- Logistic Administrators;
- Logistics Planning and Inventory Managers;
- Purchasing and Procurement Managers;
- Retailers;
- Transportation and Distribution Managers;
- Inventory and Warehouse Control Professionals;
- Freight Forwarders and Linear Specialists;
- Production Managers;
- Production Planners:
- Financial Managers;
- Project Managers;
- Distribution Centre Supervisors;
- Manufacturers and Industries:
- Academicians, Researchers, NGOs and Practitioners;
- Those who interface with the logistics function and/or any aspect of the supply chain.;
- Those who need to develop their understanding about Logistics and Supply Chain Management;
- Those who are looking for business gains and benefits from managing their supply chains more effectively.



Classroom-Based Duration and Cost:		
Classroom-Based Duration:	10 Days	
Classroom-Based Cost:	£10,000.00 Per Delegate	
Online (Video-Enhanced) Duration and Cost		
Online Duration:	20 Days – 3 Hours Per Day	
Online Cost:	£6,700.00 Per Delegate	

Classroom-Based Course and Programme Cost includes:

- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;
- Postgraduate Diploma/ Diploma Postgraduate –or
- Certificate of Attendance and Participation if unsuccessful on resit.

Students and Delegates will be given a Selection of our Complimentary Products, which include:

- Our Branded Leather Conference Folder;
- Our Branded Leather Conference Ring Binder/ Writing Pad;
- Our Branded Key Ring/ Chain;
- Our Branded Leather Conference (Computer Phone) Bag Black or Brown;
- Our Branded 8-16 GB USB Flash Memory Drive, with Course Material;
- Our Branded Metal Pen;
- Our Branded Polo Shirt.:
- Our Branded Carrier Bag.

Procurement, Supply Chain and Logistics Management - Page 5 of 23

Prof. Dr. Ronald B. Crawford - Director

PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc.

PROF. (Uni Wive): FLM S.: MR S. (MS.): Evec M. AOM: M. AOM: M. S. S.: MS.C. O.S.:

PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc.

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M. RG. C.

Daily Schedule: 9:30 to 4:30 pm.

Delivery Locations:

- 1. Central London, UK;
- 2. Dubai, UAE;
- 3. Kuala Lumpur, Malaysia;
- 4. Amsterdam, The Netherlands;
- 5. Brussels, Belgium;
- 6. Paris, France; and
- 7. Durban, South Africa;
- 8. Other International Locations, on request.

Procurement, Supply Chain and Logistics Management Course

Leading to Diploma – Postgraduate – in Procurement, Supply Chain and Logistics Management (Double Credit) and 60 Credit-Hours, Accumulating to a Postgraduate Certificate, with 120 Additional Credit-Hours, or a Postgraduate Diploma, with 300 Additional Credit-Hours

Course Objectives

By the conclusion of the specified learning and development activities, delegates will be able to:

- Demonstrate an understanding of the scope of purchasing;
- Enumerate the purchasing cycle concept;
- Provide insights into the changing role of purchasing and supply;
- Explain how purchasing might develop from an independent function to an integrated activity;
- Identify the internal and external influences which have affected the evolution of purchasing;
- Demonstrate an enhanced understanding of the 'total acquisition cost' concept;

Procurement, Supply Chain and Logistics Management - Page 6 of 23

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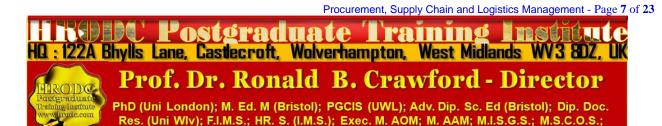
Prof. Dr. Ronald B. Crawford - Director

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M. RG. C.

- Illustrate their grasp of the notion of a mutually beneficial relationship between supplier and purchaser as a more favourable option to the adversarial approach;
- Highlight the evolution of concepts relating to purchasing development;
- Identify key practices encountered in developed strategic purchasing;
- Develop appropriate strategy conducive to the gaining of competitive advantage within the organization's sphere of operation;
- Effectively debate operational centralization vs. decentralization;
- Highlight the importance of contract management as an organizational success factor.
- Enumerate the merits and demerits of contract management in organizational effectiveness.
- Illustrate the importance of a divergence from the traditional quality control to modern quality management systems.
- Exhibit a working knowledge of ISO 9000 quality system;
- Discuss the context within which Economic Order Quantity might still be applicable.
- Discuss the importance of procurement requirements;
- Exhibit an understanding of the problems and benefits of Material Requirements Planning (MRP).
- Contextualize the issue of Distribution Requirement Planning(DRP) within the organization;
- Demonstrate their ability to analyze Enterprise Resource Planning (ERP) systems within a specific context;
- Provide enhanced guidance of the context within which 'Just-in-Time' management and inventory systems might be applicable and those within which they might be ineffective:
- Make a case for the reduction in manufacturing and delivery lead times for organizational effectiveness and manufacturer supplier and consumer relationships;
- Discuss the importance of a procurement policy that supports organizational objective accomplishment within international and national legal frameworks.



Course Contents, Concepts and Issues

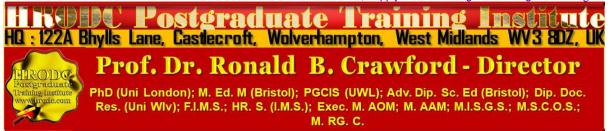
Part 1: Purchasing Scope and Development

- The Changing Role of Purchasing and Supply;
- Proactive Purchasing;
- Procurement Positioning;
- Total Acquisition Cost and Total Cost Ownership;
- Non-Manufacturing Organisations;
- The Supply Chain Concept;
- Purchasing Development;
- Best Practices in Strategic Supply Management.

Part 2: Strategic and Supply Chain Management

- Strategic Procurement;
- The Concept of Strategy;
- The Mission Statement:
- Levels of Strategy;
- Category Management;
- Strategic Management;
- Strategic Analysis;
- Strategic Development;
- Strategic Implementation;
- Objectives for Purchasing;
- Strategies and Their Scope;
- Selecting a Strategy;
- Effective Supply and Market Strategy;
- Purchasing and Supply in the Different Types of Organization;
- Organisation of the Activity;
- Purchasing In the Organisation Structure;

Procurement, Supply Chain and Logistics Management - Page 8 of 23



- Purchasing Devolution;
- The Supply Chain;
- Improving Efficiency of the Supply Chain;
- Type of Supply Chain;
- Strategic Development of Purchasing.

Part 3: Quality Management

- What Is Quality Management?
- ➤ ISO 9000:
- Specification;
- Producing a Specification;
- Early Supplier Involvement;
- Standardisation;
- Supplier Assessment;
- Quality Circles;
- Make-Or-Buy Decision.

Part 4: Sourcing Strategies and Relationship

- The Nature of the Sourcing Decision;
- Attributes of a Good Supplier;
- Different Types of Sourcing;
- Sourcing Decisions;
- The Sourcing Process;
- Source Location;
- Sources of Information on Potential Suppliers;
- Supplier Evaluation;
- The Right Relationship;
- Other Aspects of Outsourcing;
- Partnering;
- > Tiering of Suppliers.

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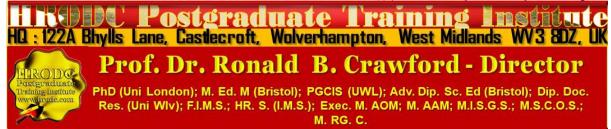
Part 5: Pricing and Negotiations

- Factors Affecting Pricing Decisions;
- How Buyers Obtain Prices;
- Auctions;
- Price Analysis and Cost Analysis;
- Pricing Major Contracts;
- Investment Appraisal;
- Learning Curves and Experience Curve.
- Negotiation;
- Negotiating Skills;
- Preparation;
- The Introductory Stage;
- Discussion Stage;
- Agreement Stage;
- The Post-Negotiation Stage;
- Competition and Co-Operation in Negotiation;
- Body Language;
- Negotiation Strategies;
- Negotiation Mix.

Part 6: Inventory Management for Organisational Effectiveness

- Concept of Inventory;
- Poor Inventory Management;
- Attributes of Inventory;
- Kinds of Inventory:
 - Raw Material;
 - Work-in-Process;
 - Finished Goods;

Procurement, Supply Chain and Logistics Management - Page $10 \ \mathrm{of} \ 23$



- Maintenance, Repair, and Operations (MRO) Goods;
- Transit Inventory;
- Buffer Inventory;
- Anticipation Inventory;
- Decoupling Inventory;
- Cycle Inventory.
- Inventory Sequencing;
 - Just in Sequence (JIS);
 - Last-In, First-Out (LIFO) Method;
 - First-In, First-Out (FIFO) Method.
- Inventory Functionality;
- Buffer Uncertainties;
- Late Customisation.
- Lead Time and Time Compression:
 - Time and Competitive Advantage;
 - On-Time Delivery;
 - Expediting;
 - Liquidated Damages.
- Conceptual Framework of Inventory;
- Importance of Inventory Management Systems:
- Materials Tracking;
- Inventory Management Techniques;
- Service Level:
- Service Rate:
- Categories of Inventory;
- Cost Associated With an Inventory;
- Order Quantities and Stock Control;
- Order Quantities for Production;
- Inventory Replenishment:
 - When to reorder;
 - How much to reorder;

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In the Continuate Training Institute

10:122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK

Prof. Dr. Ronald B. Crawford - Director

Pastgraduate Page 11 of 23

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Phylls Lane, Castlecroft, Wolverhampton

- Creating a Purchase Order.
- Economic Order Quantity (EOQ);
- Vendor Managed Inventory (VMI);
- Distribution Resource Planning (DRP);
- Classification of Inventory:
 - ABC Analysis;
 - Counting Inventory;
- Enterprise Resource Planning (ERP);
- Inventory Control System: Just in Time (J.I.T.) VS Material Requirements Planning (M.R.P.).

Part 7: Key Elements of Logistics Management

- Operational Objectives:
 - Rapid Response;
 - Minimum Variance;
 - Minimum Inventory;
 - Movement Consolidation;
 - Quality;
 - Life Cycle Support.
- Understanding Logistics Management;
- Achieving Competitive Advantage through Logistics;
- Conceptualising Logistics;
- Marketing and Logistic Interface:
 - Considering 'Availability';
 - Effect of Logistics and Customer Service on Marketing.

Part 8: International Logistics

- Concepts of International Logistics:
 - International Transportation;
 - International Warehouse Management;
 - Packaging;
 - Inventory Management;
 - Material Handling;
 - Information Systems.
- International Intermediaries:
 - International Freight Forwarders;
 - Non-Vessel Operating Common Carriers;
 - Export Management Companies;
 - Export Trading Companies;
 - Export Packers;
 - Custom Brokers;
 - Ship Brokers;
 - Ship Agents.
- Sale in International Trade;
- International Documentation:
- Letters of Credit;
- Barriers to International Logistics;
- Market and Competition;
- Financial Barriers;
- Distribution Channels;
- Cargo Insurance and Claims;
 - Importance of Cargo Insurance.
- Who Can Insure:
- Special Features of Marine Insurance;
- Paying the Insurance Premium;

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HE POSTGRAGUATE TRAINING LINE SUPPLIED

HQ: 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 BDZ, UK

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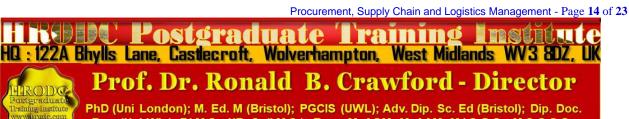
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- Duty Insurance;
- Kinds of Perils;
- Types of Policies;
- Loss.

Part 9: Logistics and Information and Communications Technologies (ICT)

- Concepts of Logistics Information;
- Information Functionality;
- Evaluating Logistics Information Systems Application:
 - Availability;
 - Accuracy;
 - Timeliness;
 - Exception-Based Logistics Information Systems;
 - Flexibility;
 - Format.
- Logistics Information Systems Design:
 - Planning and Coordination Flows;
 - Operating Flows;
 - Inventory Deployment and Management.
- Information Technology Application;
- Electronic Data Interchange (EDI);
- Personal Computers;
- Artificial Intelligence;
- Communications;
- Bar Coding and Scanning.



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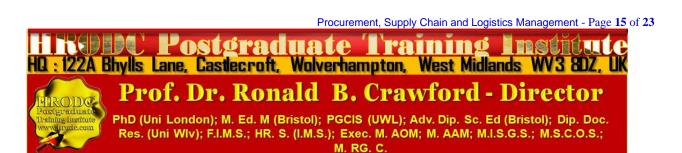
Postgraduate Diploma, Postgraduate Certificate, and Diploma – Postgraduate - Short Course Regulation

Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate: Their Distinction, Credit Value and Award Title

Postgraduate Short Courses of a minimum of five days' duration, are referred to as Diploma – Postgraduate. This means that they are postgraduate credits, towards a Postgraduate Certificate and Postgraduate Diploma. Postgraduate Certificate and Postgraduate Diploma represent Programmes of Study, leading to Awards bearing their title prefixes. While we, refer to our short studies, of 5 days to five weeks, as 'Courses', those with duration of 6 weeks and more are labelled 'Programmes'. Nevertheless, in line with popular usage, we often refer to all study durations as 'Courses'. Another mark of distinction, in this regard, is that participants in a short course are referred to as 'Delegates', as opposed to the term 'Students', which is confined to those studying a Postgraduate Programme.

Courses are of varying Credit-Values; some being Single-Credit, Double-Credit, Triple-Credit, Quad-Credit, 5-Credit, etc. These short courses accumulate to Postgraduate Certificate, with a total of 180 Credit-Hours (= 6 X 5-Day Courses or 3 X 10-Day Courses), or Postgraduate Diploma, with a total of 360 Credit-Hours (= 12 X 5-Day Courses or 6 X 10-Day Courses).

Delegates studying courses of 5-7 days' duration, equivalent to 30-42 Credit-Hours (Direct Lecturer Contact), will, on successful assessment, receive the Diploma – Postgraduate Award. This represents a single credit at Postgraduate Level. While 6-day and 7-day courses also lead to a Diploma – Postgraduate, they accumulate 36 and 42 Credit Hours, respectively.



Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate Assessment Requirement

Because of the intensive nature of our courses and programmes, assessment will largely be in-course, adopting differing formats. These assessment formats include, but not limited to, in-class tests, assignments, end of course examinations. Based on these assessments, successful candidates will receive the Diploma – Postgraduate, Postgraduate Certificate, or Postgraduate Diploma, as appropriate.

In the case of Diploma – Postgraduate, a minimum of 70% overall pass is expected. In order to receive the Awards of Postgraduate Certificate and Postgraduate Diploma, candidates must have accumulated at least the required minimum 'Credit-Hours', with a pass (of 70% and above) in at least 70% of the courses taken.

Delegates and students who fail to achieve the requirement for Postgraduate Certificate, Postgraduate Diploma, or Diploma - Postgraduate - will be given support for 2 re-submissions for each course. Those delegates who fail to achieve the assessment requirement for the Postgraduate Diploma or Diploma - Postgraduate - on 2 resubmissions, or those who elect not to receive them, will be awarded the Certificate of Attendance and Participation.

Diploma – Postgraduate, Postgraduate Certificate, and Postgraduate Diploma Application Requirements

Applicants for Diploma – Postgraduate – Postgraduate Certificate, and Postgraduate Diploma are required to submit the following documents:

- Completed Postgraduate Application Form, including a passport sized picture affixed to the form;
- A copy of Issue and Photo (bio data) page of the applicant's current valid passport or copy of his or her Photo-embedded National Identity Card;
- Copies of credentials mentioned in the application form.

Procurement, Supply Chain and Logistics Management - Page 16 of 23

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Admission and Enrolment Procedure

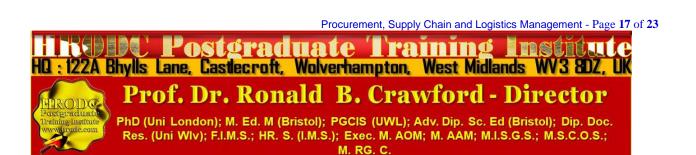
- On receipt of all the above documents we will assess applicants' suitability for the Course or Programme for which they have applied;
- If they are accepted on their chosen Course or Programme, they will be notified accordingly and sent Admission Letters and Invoices;
- One week after the receipt of an applicant's payment or official payment notification, the relevant Course or Programme Tutor will contact him or her, by e-mail or telephone, welcoming him or her to HRODC Postgraduate Training Institute;
- Those intending to study in a foreign country, and require a Visa, will be sent the necessary immigration documentation, to support their application;
- Applicants will be notified of the dates, location and venue of enrolment and orientation, where appropriate.

Modes of Study and Duration of Postgraduate Certificate and Postgraduate Diploma Programmes

There are two delivery formats for Postgraduate Certificate and Postgraduate Diploma Programmes, as follows:

- Intensive Full-time (Classroom-Based) Mode, lasting 3 months for Postgraduate Diploma, and 6 weeks for Postgraduate Certificate. These durations are based on six hours' lecturer-contact per day, five days (30 hours) per week, for Postgraduate Diploma;
- Video-Enhanced On-Line Mode. This interactive online mode lasts twenty (20)
 weeks, for Postgraduate Diploma, and ten (10) weeks for Postgraduate Certificate.
 Our calculation is based on three hours per day, six days per week.

Whichever study mode is selected, the aggregate of 360 Credit Hours must be achieved.



Introducing Our Video-Enhanced Online Study Mode

In a move away from the traditional online courses and embracing recent developments in technology-mediated distance education, HRODC Postgraduate Training Institute has introduced a Video-Enhanced Online delivery. This Online mode of delivery is revolutionary and, at the time of writing, unique to HRODC Postgraduate Training Institute.

You are taught as individuals, on a one-to-one or one-to-small-group basis. You see the tutor face to-face, for the duration of your course. You will interact with the tutor, ask and address questions; sit examinations in the presence of the tutor. It is as real as any face-to-face lecture and seminar can be. Choose from a wide range of Diploma – Postgraduate Courses and an increasing number of Specialist Postgraduate Certificate and Postgraduate Diploma Programmes. You might also accumulate Postgraduate Short Courses, via this mode of study, over a 6-year period, towards a Postgraduate Certificate or Postgraduate Diploma.

Key Features of Our Online Study: Video-Enhanced Online Mode

- ➤ The tutor meets the group and presents the course, via Video, in a similar way to its classroom-based counterpart;
- All participants are able to see, and interact with, each other, and with the tutor;
- They watch and discuss the various video cases and demonstrations that form an integral part of our delivery methodology;
- Their assessment is structured in the same way as it is done in a classroom setting:
- ➤ The Video-Enhanced Online mode of training usually starts on the 1st of each month, with the cut-off date being the 20th of each month, for inclusion the following month;
- Its duration is twice as long as its classroom-based counterpart. For example, a 5-day (30 Credit Hours) classroom-based course will last 10 days, in Video-Enhanced Online mode. This calculation is based on 3 hours tuition per day, adhering to the Institute's required 30 Credit-Hours;
- ➤ The cost of the Video-Enhanced Online mode is 67% of similar classroom-based courses;

Procurement, Supply Chain and Logistics Management - Page 18 of 23

HILL POSTGRAGUATE TRAINING FOR THE LICE
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➤ For example, a 5-day classroom-based course, which costs Five Thousand Pounds, is only Three Thousand Three Hundred and Fifty Pounds (£3,350.00) in Video-Enhanced Online Mode.

10-Week Video-Enhanced Online Postgraduate Certificate and 20-Week Video-Enhanced Online Postgraduate Diploma

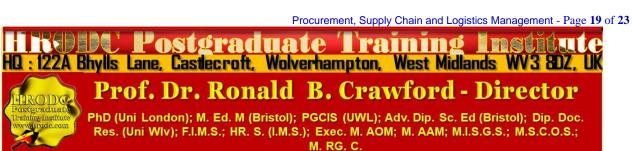
You might study an Online Postgraduate Certificate or Online Postgraduate Diploma, in 10 and 20 weeks, respectively, in the comfort of your office or homes, through HRODC Postgraduate Training Institute's Video-Enhanced Online Delivery. We will deliver the 180 Credit-Hours and 360 Credit-Hours, in line with our regulation, through 'Direct-Lecturer-Contact', within the stipulated timeframe. We aim to fit the tuition around your work, family commitment and leisure, thereby enhancing your maintenance of an effective 'work-study-life-style balance', at times convenient to you and your appointed tutor.

Cumulative Postgraduate Certificate and Postgraduate Diploma Courses

All short courses can accumulate to the required number of Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, over a six-year period from first registration and applies to both general and specialist groupings. In this regard, it is important to note that short courses vary in length, the minimum being 5 days (Diploma – Postgraduate) – equivalent to 30 Credit Hours, representing one credit, as is tabulated below.

On this basis, the definitive calculation on the Award requirement is based on the number of hours studied (aggregate credit-value), rather than merely the number of credits achieved. This approach is particularly useful when a student or delegate studies a mixture of courses of different credit-values.

For those delegates choosing the accumulative route, it is advisable that at least one or two credits be attempted each year. This will ensure that the required 180 Credit-Hours and 360 Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, respectively, are

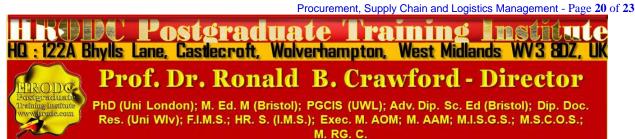


achieved, within the designated period. These Credit-Values, awards and their accumulation are exemplified below.

Examples of Postgraduate Course Credits:		
Their Value, Award Prefix & Suffix – Based on 5-Day Multiples		
Credit Value	Credit	Award Title Prefix (& Suffix)
Hours		
Single-Credit	30-54	Diploma - Postgraduate
Double-Credit	60-84	Diploma – Postgraduate (Double-Credit)
Triple-Credit	90-114	Diploma – Postgraduate (Triple-Credit)
Quad-Credit	120-144	Diploma – Postgraduate (Quad-Credit)
5-Credit	150-174	Diploma – Postgraduate (5-Credit)
6-Credit	180-204	Postgraduate Certificate
7-Credit	210-234	Postgraduate Certificate (+ 1 Credit)
8-Credit	240-264	Postgraduate Certificate (+2 Credits)
9-Credit	270-294	Postgraduate Certificate (+3 Credits)
10-Credit	300-324	Postgraduate Certificate (+ 4 Credits)
11-Credit	330-354	Postgraduate Certificate (+5 Credits)
12-Credit	360	Postgraduate Diploma
360 Credit-Hours = Postgraduate Diploma		
12 X 5-Day Courses = 360 Credit-Hours = Postgraduate Diploma		
10 X 6-Day Courses = 360 Credit-Hours = Postgraduate Diploma		

Exemplification of Accumulated Postgraduate Certificate and Postgraduate Diploma Award Titles

All Specialist Postgraduate Certificate and Postgraduate Diploma Programmes have their predetermined Award Titles. Where delegates do not follow a Specialism, for accumulation to a Postgraduate Diploma, they will normally be Awarded a General Award, without any Specialist Award Title. However, a Specialist Award will be given, where a delegate studies



at least seventy percent (70%) of his or her courses in a specialist grouping. These are exemplified below:

- 1. Postgraduate Diploma in Accounting and Finance;
- 2. Postgraduate Certificate in Accounting and Finance;
- 3. Postgraduate Certificate in Aviation Management;
- 4. Postgraduate Diploma in Aviation Management;
- Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;
- 6. Postgraduate Diploma in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;
- 7. Postgraduate Certificate in Business Communication;
- 8. Postgraduate Diploma in Business Communication;
- 9. Postgraduate Certificate in Corporate Governance;
- 10. Postgraduate Diploma in Corporate Governance;
- 11. Postgraduate Certificate in Costing and Budgeting;
- 12. Postgraduate Diploma in Costing and Budgeting;
- 13. Postgraduate Certificate in Client or Customer Relations;
- 14. Postgraduate Diploma in Client or Customer Relations;
- 15. Postgraduate Certificate in Engineering and Technical Skills;
- 16. Postgraduate Diploma in Engineering and Technical Skills;
- 17. Postgraduate Certificate in Events Management;
- 18. Postgraduate Diploma in Events Management;
- 19. Postgraduate Certificate in Health and Safety Management;
- 20. Postgraduate Diploma in Health and Safety Management;
- 21. Postgraduate Certificate in Health Care Management;
- 22. Postgraduate Diploma in Health Care Management;
- 23. Postgraduate Certificate in Human Resource Development;
- 24. Postgraduate Diploma in Human Resource Development;
- 25. Postgraduate Certificate in Human Resource Management;
- 26. Postgraduate Diploma in Human Resource Management;

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Res. (Uni WIV); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M. AAM; M.I.S.G.S.; M.S.C.O.S.;

M. RG. C.

- 27. Postgraduate Certificate in Information and Communications Technology (ICT);
- 28. Postgraduate Diploma in Information and Communications Technology (ICT);
- 29. Postgraduate Certificate in Leadership Skills;
- 30. Postgraduate Diploma in Leadership Skills:
- 31. Postgraduate Certificate in Law International and National:
- 32. Postgraduate Diploma in Law International and National;
- 33. Postgraduate Certificate in Logistics and Supply Chain Management;
- 34. Postgraduate Diploma in Logistics and Supply Chain Management;
- 35. Postgraduate Certificate in Management Skills;
- 36. Postgraduate Diploma in Management Skills;
- 37. Postgraduate Certificate in Maritime Studies;
- 38. Postgraduate Diploma in Maritime Studies;
- 39. Postgraduate Certificate in Oil and Gas Operation;
- 40. Postgraduate Diploma in Oil and Gas Operation;
- 41. Postgraduate Certificate in Oil and Gas Accounting;
- 42. Postgraduate Diploma in Oil and Gas Accounting;
- 43. Postgraduate Certificate in Politics and Economic Development;
- 44. Postgraduate Diploma in Politics and Economic Development;
- 45. Postgraduate Certificate in Procurement Management;
- 46. Postgraduate Diploma in Procurement Management;
- 47. Postgraduate Certificate in Project Management;
- 48. Postgraduate Diploma in Project Management;
- 49. Postgraduate Certificate in Public Administration;
- 50. Postgraduate Diploma in Public Administration;
- 51. Postgraduate Certificate in Quality Management;
- 52. Postgraduate Diploma in Quality Management;
- 53. Postgraduate Certificate in Real Estate Management;
- 54. Postgraduate Diploma in Real Estate Management;

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- 55. Postgraduate Certificate n Research Methods;
- 56. Postgraduate Diploma in Research Methods;
- 57. Postgraduate Certificate in Risk Management;
- 58. Postgraduate Diploma in Risk Management;
- 59. Postgraduate Certificate in Sales and Marketing;
- 60. Postgraduate Diploma in Sales and Marketing;
- 61. Postgraduate Certificate in Travel, Tourism and International Relations;
- 62. Postgraduate Diploma in Travel, Tourism and International Relations.

The actual courses studied will be detailed in a student or delegate's Transcript.

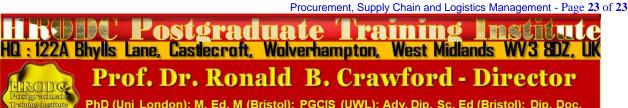
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