

Executive Diploma in Global Sourcing Practices

「全球採購實務」行政人員進修文憑課程

27 August 2008 – 25 March 2009

Wednesday, 7:00 pm – 9:30 pm

(Course Code: 3704-40073687)

Introduction

With the growth of the international commerce and the rapid development of IT, communication and transportation, companies have been forging business partnerships, joint-ventures, and other international arrangements to share costs and growth opportunities. Purchasing Managers and Professionals need to think globally in order to gain competitive edge. The marketplace is global, consumers are global, and competition is global. Global sourcing is an inevitable task for today's business leader and purchasing professionals.

Hong Kong Productivity Council in collaboration with *The Institute of Purchasing and Supply of Hong Kong (IPSHK)*, launches the 4th intake of the Executive Diploma program in Global Sourcing Practices aiming to provide purchasing practitioners with an understanding of the global sourcing environment as well as in-depth knowledge and skills of international sourcing.

About The Institute of Purchasing & Supply of Hong Kong (IPSHK)

The Institute of Purchasing & Supply of Hong Kong (IPSHK) was first established in 1973 and was incorporated as a Limited by Guarantee (under Company Ordinance Cap. 32) in February 1996. The aim, objective and activities of the Institute are to promote professionalism in the Purchasing and Supply disciplines through exchange among members and with relevant local and international organizations. The IPSHK is a member association of the International Federation of Purchasing & Materials Management (IFPMM), registered in Switzerland, which consists of 43 Professional Purchasing Associations in 39 countries. The Institute is governed by a Council, comprising 10 members elected at Annual General Meetings. It also has a President, and two Vice-Presidents who give advice to the Council on strategic issues regarding the Institute's development. At present, IPSHK receives about 1000 Individual Members who are Professionals and Practitioners from various Industries as well as Academic fields involved in Purchasing, Supply and Logistics-related Sectors.

IPSHK represents the interests of those involved in Purchasing and Supply Chain Management functions and offering excellent opportunities for networking with Industries. IPSHK was also appointed by the HKSAR Government as one of the 40 members of the Hong Kong Logistics Development Council (LOGSCOUNCIL) in late 2000.

Organised By:



Co-organised By:



The Institute of Purchasing & Supply of Hong Kong
香港物資採購與供銷學會

Please circulate this leaflet to those who are interested



Duration / Time of the Program

27 August 2008 – 25 March 2009 (Wednesday)

7:00 p.m. – 9:30 p.m.

No. of Sessions

26 sessions of 2.5 hours each (totaling 65 hours)

Fee

HK\$9,600

Venue

Hong Kong Productivity Council, 1/F HKPC Building, 78 Tat Chee Avenue, Kowloon Tong, Kowloon.

Medium of Instruction

Cantonese and English* as appropriate. Handouts will be either in Chinese or English on particular topics (i.e. not cross-referred Chinese / English bilingual version).

Target Participant

This program is designed for executives, managers and officers involved in planning, organizing, controlling or implementing sourcing and supply / SCM activities who would like to equip themselves with contemporary and professional knowledge and skills of global sourcing. Executives employed in buying offices are also welcome to participate in this program.

Minimum Entry Qualification

Applicant should possess a Degree or a post-secondary Diploma/Certificate in any discipline. Applicant with 5 passes in the Hong Kong Certificate of Education Examination (HKCEE) and 5 years of relevant working experience in a supervisory / senior level may also be accepted. Mature applicants will be considered on a case-by-case basis.

Professional Recognition

This Executive Diploma program is endorsed and recognized by The Institute of Purchasing & Supply of Hong Kong (IPSHK) as one of the basic qualifications approved for admission to IPSHK's membership (exact class of membership would depend on participant's own circumstances). Upon joining this program, participants automatically become Student Member of IPSHK and have their first year subscription fee waived.

Award of Diploma

Participants will be awarded an “**Executive Diploma in Global Sourcing Practices**” jointly issued by HKPC and IPSHK if they fulfill the following requirements:

- a minimum attendance rate of 75%,
- a “Pass Grade” for the assignments, and
- a “Pass Grade” for the group project (both in presentation and written report).

Speakers

Mr. Timothy Lam Chairman (IPSHK) and Assistant Director of Finance, Hong Kong Baptist University.

Dr. Stephen Ng President (IPSHK) and Managing Director of QuST Continuation Limited.

Dr. Alex Tang DBA, MBA, MHKLA, Executive Director, Smart Approach Management Consultants Ltd

Mr. Simon Law Supply Chain Manager of a Manufacturing Company

Mr. David Chan MSc, MBA, BA(Hons), CRP, RFP, Senior Consultant of Hong Kong Productivity Council

Other experienced practitioners in related fields and consultants of HKPC will be invited as guest speakers to lead the sessions.

Contents of the Program

Contents of the Program	Date / Time 7:00 pm – 9:30 pm
Module 1: Overview of Global Sourcing * Overview and Trends of International Trade * Overview of Global Sourcing Environment * Impact of CEPA * Understanding of China Sourcing * Role of International Sourcing in the Supply Chain * Advantages and Rationale of Buying Overseas	27 Aug – 17 Sep 2008
Module 2: Planning of Global Sourcing Strategy * Identification of Sourcing and Supplier Information * Formulating Purchasing and Supply Chain Strategy * Preparing for Global Sourcing * Matching Supply with Demand	24 Sep – 22 Oct 2008
Module 3: Global Supplier Relationship Management * Cross-Cultural Negotiations * Managing Supplier Relationship for Peak Performance * Monitoring Quality Performance	29 Oct – 19 Nov 2008
Module 4: Understanding Customs, Tariffs and Regulations * Impact of the Customs, Tariffs and other Regulations * An Overview of Import Regulations * Complying with International Legalities * Managing Payment Schedule * Managing Exchange Rate	26 Nov – 17 Dec 2008
Module 5: Global Logistics & Supply Chain Management * International Logistics Management * Global Supply Chain Management * Supply Chain Co-ordination and Partnership * Supply Chain Strategy * Controlling Global Logistics Costs	7 Jan – 4 Feb 2009
Module 6: Change Management & Leadership * Managing Change in Global Sourcing * Change Leadership * Understanding Change Models and their Implementation * Future Challenges of Global Sourcing	11 Feb – 4 Mar 2009
Group Project Presentation	18 & 25 Mar 2009
Total no of session	26 x 2.5-hr sessions

[HKPC reserves the right to change the speakers, contents/time-table]*

Remarks

- The application deadline is **13 August 2008**. If the program was cancelled, applicants would be informed before **20 August 2008**.
- Applications are subject to HKPC's approval. Payment of fees should not be construed as admission.

Enquiries

General Enquiry	Ms. Willis Wong	Tel: 2788 6183	Fax: 2788 6260	E-mail: willisw@hkpc.org
Program Organiser	Ms. May Lai	Tel: 2788 5573	Fax: 2788 6260	E-mail: maylai@hkpc.org
Website	http://www.hktrainingonline.com			



Enrolment Form

(*Please delete whichever inappropriate/請刪去不適用者)

Executive Diploma in Global Sourcing Practices

「全球採購實務」行政人員進修文憑課程

1. Course / Seminar 課程/ 講座 _____
Course Code 課程編號 **37-04-40073687** Fee 學費 **HK\$9,600**
Duration 日期 **27 August 2008 – 25 March 2009**

2. Name (English) (Mr/Mrs/Ms*) _____ 姓名 (中文) (先生/女士/小姐*) _____
Mobile/ Pager 手提/ 傳呼機 _____ E-mail Address 電郵地址 _____

3. Organization (English) _____ 公司名稱 (中文) _____
Position 職位 _____
Mailing Address 通訊地址 _____
Tel 電話 (Day 日間) _____ (Night 晚間) _____ Fax 傳真 _____

4. Payment Method 付款方法

Enclosed is my cheque of HK\$_____. Cheque No._____. (The cheque has to be crossed and made payable to the “**Hong Kong Productivity Council.**”) 現附上港幣\$_____的劃線支票，支票號碼為_____ (支票抬頭請書明支付「**香港生產力促進局**」，並請劃線)。

Signature 簽名 _____ Date 日期 _____

**** For cheque payment, please send the cheque for the appropriate fee with this completed form to Conrad Wong (Unit 3704), Productivity Training Institute, 3/F., Hong Kong Productivity Council, HKPC Building, 78 Tat Chee Avenue, Kowloon. 以支票繳費者，請把填妥的表格連同支票一併寄往九龍達之路 78 號生產力大樓香港生產力促進局三樓生產力培訓學院 (3704 小組) 黃小姐收。**

**** For reservation (if applicable), please fax the completed form to (852) 2788 6260 .預訂留位者(如適用)，請將已填妥的表格傳真至：(852) 2788 6260 。**

IMPORTANT NOTE 注意:

- Course fee must accompany this form (or its photocopy), otherwise enrolment may be rejected.
報名表(可用影印本)必須連同學費一併繳交，否則報名可能無效。
- HKPC has adopted a Personal Data (Privacy) Policy. Information about the policy is available at HKPC enrolment counters for collection. You may also contact our Personal Data Controlling Officer for further details.
本局已實施個人資料(私隱)政策，有關資料單張可於報名處索閱，或閣下可與本局個人資料管理主任查詢。
- Applicants are encouraged to pay by credit cards, EPS or cheques, if possible. Amount received will be imprinted. Cheques are subject to bank clearance.
本局建議申請者以信用卡、易辦事或支票繳交學費。學費收據以本局機印方為有效，支票收妥作實。
- Enrolment fee is **not refundable** unless HKPC is notified in writing of your withdrawal **at least 5 working days** before the course commences. A handling charge of HK\$200 will also be levied.
除非本局於課程開始前最少 5 個工作日收到申請者書面通知退學，否則已繳學費概不退還。申請者申請退還學費需繳交手續費二百元正。
- An applicant may, subject to approval from HKPC, nominate a person to attend the program on his/her behalf.
申請者可提名他人代替其本人出席課程，惟事先須得本局同意。
- HKPC reserves the right to reject any application in any circumstances and for whatever reasons. Payment of fees should only be construed as conditional acceptance of application.
香港生產力促進局保留在任何情況下及以任何原因拒絕任何入學申請的權利。申請者繳付學費後，仍須符合入學的所有條件，其申請方可獲得接納。
- HKPC reserves the right to change the contents, venue, date and / or time as necessary.
香港生產力促進局保留在任何情況下更改課程內容、授課地點、日期及時間的權利。
- Classes in the morning, afternoon or evening will be cancelled if typhoon signal No. 8 or above OR black rainstorm warning is still hoisted after (or is announced by the Hong Kong Observatory to be hoisted at/after) 6:00 a.m., 11:00 a.m. and 4:00 p.m. respectively. Participants will be notified when the class will be made up as soon as possible.
颱風及黑雨警告：如課堂時間是在早上(9:00-12:00)、下午(2:00-5:00)或晚間(6:30-9:00)，將在下列情況下取消：(一)八號或以上颱風訊號或黑色暴雨警告訊號在早上 6:00、11:00 或下午 4:00 仍然懸掛；或(二)香港天文台在早上 6:00、11:00 或下午 4:00 或之後，宣佈將懸掛八號或以上颱風訊號或黑色暴雨警告訊號。本局將盡早通知學員補課的日期及時間。