

PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD

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CONVERSION SCHEME FROM OLD TO NEW SYLLABUS

It should be noted that in 2014, the Board of Directors launched a new syllabus for the professional and technician examinations. The ultimate official inauguration of the syllabus was made on the 6th graduation ceremony held on 3rd October 2015.

The inauguration provides room for using the syllabus effective from January 2016 where it is taught in various training institutions that shall **be tested for the first time in November, 2016**. This prompts the need to have this scheme that aims at ensuring that candidates under the old examination syllabus are fairly placed in **the new syllabus** by considering the subjects they have already covered in the outgoing syllabus/ or examination scheme.

1.1 TECHNICIAN SYLLABUS

1.1.1 BASIC STAGE I

Subjects in the Old Syllabus		Subjects in the new syllabus		Corresponding papers to be Attempted by referred candidates
Code	Subject Name	Code	Subject Name	
B1	Basic Store keeping	B1	Basic Storekeeping	B1
B2	Basic Commercial Arithmetic	B2	Basic Commercial Arithmetic	B2
B3	Principles of bookkeeping	B3	Principles of Bookkeeping	B3

1.1.2 BASIC STAGE II

Subjects in the old Syllabus		Subjects in the new		Corresponding papers to be attempted by Referred candidates
Code	Subject Name	Code	Subject name	
B4	Basic Procurement	B4	Basic Procurement	B4
B5	Commercial and Entrepreneurship knowledge	B5	Entrepreneurship and commercial knowledge	B5
B6	Business English	B6	Basic Communication Skills	B6

1.2.1. FOUNDATION STAGE ONE

Subjects in the Old Syllabus		Subjects in the new		Corresponding papers to be attempted by referred Candidates
Code	Subject Name	Code	Subject Name	
F1	Procurement Principles	F1	Procurement Principles	F1
F2	Business Communication Skills	F2	Business Communications	F2
F3	Business Mathematics and statistics	F3	Business Mathematics and Statistics	F3
F4	Information Communications technology	F4	Information Communication Technology	F4

1.2.2 FOUNDATION STAGE TWO

Subjects in the Old Examination Syllabus		Subjects in the new examination syllabus		Corresponding paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
F5	Principles of storehouse Administration	F5	Principles of storehouse Administration	F5
F6	Financial and Cost Accounting	F6	Financial and Cost Accounting	F6
F7	Principles of Entrepreneurship	F7	Introduction to entrepreneurship	F7
F8	Principles of clearing and Forwarding	F8	Principles of Freight Forwarding	F8

2.1 PROFESSIONAL SYLLABUS

2.1.1 Professional Stage One

Subjects in the Old Examination Syllabus		Subjects in the new examination syllabus		Corresponding paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
P1	Procurement Management	P1	Procurement management	P1
P2	Managerial Economics	P2	Managerial Economics	P2
P3	Management Principles and Practice	P3	Management Principles and Practice	P3
P4	Legal Aspects of Procurement	P4	Legal Aspects of Procurement	P4

2.1.2 Professional Stage two

Subjects in the Old Examination Syllabus		Subjects in the new examination syllabus		Corresponding paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
P5	Warehouse Management	P5	Warehouse Management	P5
P6	Quantitative Methods	P6	Quantitative Methods	P6
P7	Entrepreneurship	P7	Freight Forwarding Management	P7
P8	Business Ethics and Corporate Governance	P8	Business Ethics and Corporate Governance	P8

2.1.3 Professional Stage Three

Subjects in the Old Examination Syllabus		Subjects in the new examination syllabus		Corresponding paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
P9	Marketing Management	P9	Marketing Management	P9
P10	Financial Management	P10	Financial Management	P10
P11	Production and Operations management	P11	Production and Operations Management	P11
P12	Inventory Management	P12	Inventory Management	P12

2.1.4 Professional Stage Four

Subjects in the Old Examination Syllabus		Subjects in the New Examination Syllabus		Corresponding Paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
P13	Strategic Supply Chain Management	P13	Public Procurement Management	P13
P14	Procurement Contracts Management	P14	Procurement Contracts Management	P14
P15	Strategic Procurement	P15	International Logistics and Transport	P15
P16	International Procurement	P16	Entrepreneurship	15

2.1.4 Professional Stage Five

Subjects in the Old Examination Syllabus		Subjects in the new examination syllabus		Corresponding paper(s) to be attempted by Referred candidates
Code	Subject Name	Code	Subject Name	
P17	Procurement and Supplies Audit	P17	Procurement and Supply Audit	P17
P18	Public Procurement	P18	Strategic Procurement and Supply Chain Management	P20
P19	Case study, Research and Consultancy Methodologies	P19	Research Methodology and Consultancy	P19
		P20	Procurement and Supply Chain Risks Management	P20

DESCRIPTION OF CHANGES IN THE NEW SYLLABUS

- i. A candidate who is referred to **one or some subjects** at any stage or failed to pass examination in any stage shall be allowed to re-sit for the examinations in that stage not **more than three (3) consecutive sessions only from the date of the first sitting**; failure to which he/she shall be required to attempt the whole examination stage for this syllabus
- ii. Credit transfer is limited **to two (2) years** following commencement of this syllabus **(November 2016 to November 2018)** so as to allow those candidates with referred subjects to clear them whilst enjoying credits already obtained earlier in their previous examinations. In this credit transfer, candidates who had previously passed one stage in the phased out syllabus will qualify to continue to the next level in the new syllabus
- iii. The qualifications used for seeking exemptions shall not be more **than ten (10)** years old since its acquisition. However, the exemptions shall be on subject to subject basis for **non-core subjects only**.
- iv. A candidate is not allowed to attempt any subject of a given part unless he/she has passed all subjects in the proceeding part or has been exempted from that part.
- v. A candidate who is referred in both Strategic Procurement and International Procurement at Professional stage FOUR, will be required to sit for P15 and P16 of the new syllabus.