

25.3.0 **INTERNATIONAL PURCHASING**

25.3.1 **Introduction**

This module unit is intended to equip the trainee with necessary knowledge, skills and attitudes that will enable him/her to handle purchasing operations effectively in international markets.

25.3.2 **General Objectives**

By the of the module unit, the trainee should be able to:

- a) explain the importance of international purchasing in supply chain management
- b) describe the procedures and documentation involved in international purchasing
- c) apply the sourcing strategies used in international purchasing
- d) explain the commercial aspects related to international purchasing
- e) outline the payment procedures and instruments used in international purchasing
- f) describe the role of institutions that are concerned with promoting international purchasing

25.3.3 **Module Unit Summary and Time Allocation**

Code	Sub-Module Units	Content	Time (Hours)
25.3.01	Introduction to International Purchasing	<ul style="list-style-type: none">• Nature of international purchasing• Reasons for international purchasing• Challenges faced in international purchasing• Overcoming challenges in international purchasing• Distinction between global sourcing and international sourcing	4

Code	Sub-Module Units	Content	Time (Hours)
25.3.02	Procedures and Documentation in International Purchasing	<ul style="list-style-type: none"> • Methods of specifying requirements in international purchasing • Procedures involved in international purchasing • Methods of certifying quality of goods for international markets • Factors considered in selecting international modes of transport • Settling disputes in international purchasing • Procedure for clearing and forwarding goods from overseas suppliers • Documents used in international purchasing 	8
25.3.03	Sourcing Strategies in International Purchasing	<ul style="list-style-type: none"> • Sourcing strategies used in international purchasing • Effects of globalization in international purchasing 	15
25.3.04	Commercial Aspects in International Contracting	<ul style="list-style-type: none"> • International commercial terms • Aspects to be considered in commodity markets • Issues involved in international contract negotiation • Financing arrangements in international purchasing • Ethical issues in international purchasing 	20
25.3.05	Payment Procedures and Methods in International Purchasing	<ul style="list-style-type: none"> • Factors to consider in processing payment in international purchasing • Payment procedure in international purchasing • Methods of settling payments in international purchasing • Conveyance documents in international purchasing 	20

	<p><i>Suggested Teaching/Learning Activities</i></p> <ul style="list-style-type: none"> - Discussion - Explanation - Note-taking - Observation 				
	<p><i>Suggested Evaluation Methods</i></p> <ul style="list-style-type: none"> - Assignments - Oral tests 				
25.3.02	<p>PROCEDURES AND DOCUMENTATION IN INTERNATIONAL PURCHASING</p> <p>Theory</p>				<ul style="list-style-type: none"> d) explain the factors considered in selecting international modes of transport e) explain ways of settling disputes in international purchasing f) describe the procedure involved in clearing goods from overseas suppliers g) describe the documents used in international purchasing.
25.3.02T	<p><i>Specific Objectives</i></p> <p>By the end of the sub-module unit, the trainee should be able to:</p>	25.3.02C			<p>Competence</p> <p>The trainee should have the ability to prepare documents used in international purchasing</p>
	<p>a) explain the methods of specifying requirements in international purchasing</p>	25.3.02T1			<p><i>Content</i></p> <p>Methods of specifying requirements in international purchasing</p>
	<p>b) describe the procedures involved in international purchasing</p>	25.3.02T2			<p>Procedures involved in international purchasing</p>
	<p>c) explain methods of certifying quality of goods for international markets</p>	25.3.02T3			<p>Methods of certifying quality of goods for international markets</p>

25.3.02T4	Factors considered in selecting international modes of transport for international markets		<i>Suggested Evaluation Methods</i> - Written tests - Oral tests
25.3.02T5	Settling disputes in international purchasing	25.3.03	SOURCING STRATEGIES IN INTERNATIONAL PURCHASING
25.3.02T6	Procedure for clearing and forwarding goods		
25.3.02T7	Documents used in international purchasing		Theory
		25.3.03T	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to:
25.3.02P	<i>Specific Objective</i> By the end of the sub-module unit, the trainee should be able to preparing documents used in international purchases		a) discuss sourcing strategies used in international purchasing b) discuss effects of globalization.
		25.3.03C	Competence The trainee should have the ability to apply appropriate strategies in sourcing for goods in international markets
25.3.02P1	<i>Content</i> Preparing documents used in international purchasing		
	<i>Suggested Teaching/Learning Resources</i> - Text Books - Chalk Board/White Boards - Trainer's Manual	25.3.03T1	<i>Content</i> Sourcing strategies used in international purchasing Counter trade Reciprocal trading Direct purchase Use of intermediaries
	<i>Suggested Teaching/Learning Activities</i> - Discussion - Explanation - Note-taking - Observation		

25.3.03T2	Effects of globalization in international purchasing	25.3.04	COMMERCIAL ASPECTS IN INTERNATIONAL CONTRACTING
	Practice		Theory
25.3.03P	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to discuss effects of globalization in international purchasing	25.3.04J	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to a) explain international commercial terms (INCOTERMS)
25.3.03P1	<i>Content</i> Class discussion on the sourcing strategies used in international purchasing		b) explain the aspects to be considered in commodity markets
	<i>Suggested Teaching/Learning Resources</i> - Text Books - Chalk Board/White Boards - Trainers Manual - Markers Pens		c) discuss issues involved in international contract negotiation
	<i>Suggested Teaching/Learning Activities</i> - Discussion - Explanation - Note-taking - Observation	25.3.04C	Competence The trainee should have the ability to apply appropriate international commercial terms (INCOTERMS) in international contracting
	<i>Suggested Evaluation Methods</i> - Written tests - Oral tests		

25.3.04T1	<p><i>Content</i></p> <p>International Commercial Terms (INCOTERMS)</p> <ul style="list-style-type: none"> - Nature of markets - Contracting alignments - Contracting challenges 	<p><i>Suggested Teaching/Learning Activities</i></p> <ul style="list-style-type: none"> - Discussion - Explanation - Note-taking - Observation
25.3.04T2	<p>Aspects to be considered in commodity markets</p>	<p><i>Suggested Evaluation Methods</i></p> <ul style="list-style-type: none"> - Written tests - Oral tests
25.3.04T3	<p>Issues in international contract negotiation</p>	25.3.05
25.3.04T4	<p>Financing arrangements in international contracting</p>	<p>PAYMENT PROCEDURES AND METHODS IN INTERNATIONAL PURCHASING</p>
25.3.04T5	<p>Ethical issues in international purchasing</p>	25.3.05T
25.3.04P	<p>Practice</p> <p><i>Specific Objective</i></p> <p>By the end of the sub-module unit, the trainee should be able to come up with issues in international contracting in class</p>	<p>Theory</p> <p><i>Specific Objectives</i></p> <p>By the end of the sub-module unit, the trainee should be able to:</p> <ol style="list-style-type: none"> a) explain factors considered in processing payment in international purchasing b) describe the payment procedure in international purchasing c) discuss various methods of settling payment in international purchasing
25.3.04P1	<p><i>Content</i></p> <p>Class presentation on issues in international contracting</p> <p><i>Suggested Teaching/Learning Resources</i></p> <ul style="list-style-type: none"> - Text Books - Chalk Board - Exercise Books 	

	d) describe the conveyance documents used in international purchasing	25.3.05P1	<i>Content</i> Identification of documents of title conveyance to the goods in international purchasing
25.3.05C	Competence The trainee should have the ability to settle payments by following right procedures in international purchasing		<i>Suggested Teaching/Learning Resources</i> - Text Books - White Boards - Markers Pen - Exercise Books
25.3.05T1	<i>Content</i> Factors considered in processing payments in international purchasing		<i>Suggested Teaching/Learning Activities</i> - Discussion - Explanation
25.3.05T2	Payments procedure in international purchasing		- Note-taking - Observation
25.3.05T3	Methods of settling payment in international purchasing		<i>Suggested Evaluation Methods</i> - Term paper - Assignment
25.3.05T4	Conveyance documents in international purchasing		
	Practice		
25.3.05P	<i>Specific Objective</i> By the end of the sub-module unit, the trainee should be able to identify the documents conveying title to the goods in international purchasing		

25.3.06	INSTITUTIONS INVOLVED IN PROMOTING INTERNATIONAL PURCHASING	25.3.06T1	<i>Content</i> Institutions concerned with international purchasing International Monetary Fund World Trade Organisation World Bank European Union
	Theory		
25.3.06T	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to:	25.3.06T2	The role of institutions in international purchasing
	a) discuss the institutions involved in promoting international purchasing	25.3.06T3	The role of government in promoting international purchasing
	b) explain the role of the institutions in international purchasing	25.3.06T4	Regional blocks involved in international purchasing
	c) explain the role of the government in promoting international purchasing		- Common Market for Eastern and southern Africa (COMESA) - European Union (EU)
	d) discuss the various regional blocks involved in international purchasing.		- ECOWAS - East African Corporation
25.3.06C	Competence The trainee should have the ability to relate the bodies involved in promoting international purchasing		

	Practice	25.3.07	EMERGING ISSUES AND TRENDS IN INTERNATIONAL PURCHASING
25.3.06P	<i>Specific Objective</i> By the end of the sub-module unit, the trainee should be able to identify in the discussion the institutions involved in promoting international purchasing		Theory
25.3.06P1	<i>Content</i> Case analysis on institutions involved in promoting international purchasing	25.3.071	<i>Specific Objectives</i> By the end of the sub-module unit, the trainee should be able to:
	<i>Suggested Teaching/Learning Resources</i> - Text Books - Chalk Board/White Boards		a) identify challenges in emerging issues and trends in international purchasing
	<i>Suggested Teaching/Learning Activities</i> - Discussion - Explanation - Note-taking - Observation		b) identify issues challenges in emerging issues and trends in international purchasing
	<i>Suggested Evaluation Methods</i> - Oral tests - Term papers	25.3.070	c) cope with challenges posed by emerging issues and trends in international purchasing
			Competence The trainee should have the ability to cope with challenges in emerging issues and trends
		25.3.07T1	<i>Content</i> Emerging issues and trends in international purchasing

25.3.07T2	Challenges in emerging issues and trends in international purchasing	25.3.07P1	<i>Content</i> Emerging issues and trends in international purchasing
25.3.07T3	Coping with challenges posed by emerging issues and trends in international purchasing		<i>Suggested Teaching/Learning Resources</i> - Text books - Chalk board - Business Journals - Toolscaps
25.3.07P	<p>Practice</p> <p><i>Specific Objective</i> By the end of the sub-module unit, the trainee should be able to identify emerging issues in international purchasing</p>		<p><i>Suggested Teaching/Learning Activities</i> - Explanation - Writing examination - Observation</p> <p><i>Suggested Evaluation Methods</i> - Written tests - Examinations - Written Reports - Oral tests</p>

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