

KENYA INSTITUTE OF SUPPLIES MANAGEMENT

DRAFT CPD POLICY STAKEHOLDER FEEDBACK REPORT AS PER THE STAKEHOLDER MEETINGS HELD ON 12-16 JULY 2021

	SECTION	FEEDBACK FROM MEMBERS	PSC COMMENTS
1	INTRODUCTION	<p>1.1 Provide guidance on where to obtain/download the Institute’s training procedures - (POLICY GUIDING PRINCIPLE)</p>	<p>1.1.1 Both the draft policy document and final policy document were e-mailed to all members for their contribution.</p> <p>1.1.2 The draft policy document can be downloaded from KISM website, www.kism.or.ke</p>
		<p>1.2 The current SPMA does not expressly recognize KISM as the sole body responsible for developing and regulating the supply chain profession in Kenya. Kindly amend.</p>	<p>1.2.1: <i>SPMA gives KISM the mandate to register members and regulate the SCM profession.</i></p> <p>1.2.2: <i>Section 16 (1), (10), Section 5 a, b, e</i></p>
		<p>1.3 Will the policy also take into consideration international standards or just set local standards? Kindly clarify.</p>	<p>1.3.1: <i>The Policy is benchmarked with local and international standards.</i></p> <p>1.3.2: <i>Policy documents are dynamic and continue to change; therefore, members are encouraged to critic the document and continuously offer their contributions to important issues that need review.</i></p>

2	POLICY STATEMENT	2.1: The policy statement is well captured but there is need to highlight or make reference to the section of SPMA where this Policy Statement and document is anchored	2.1.1: SPMA section 16 (10) requires that “A member of the Institute shall be required to undergo such continuous professional development programmes as may be prescribed by the council” The SPM Act in section 5 (a) defines one of the functions of KISM as “ to establish, monitor, improve and publish the standards of the supplies practitioners’ profession and safeguard the interest of all supplies practitioners ”. The CPD policy is a standard anchored on these two requirements. of the Law
3	IN-HOUSE TRAINING	3.1: When attending an In-house Training like for capacity building, is one entitled to a CPD point?	3.1.1: For KISM organised in-house programs-Yes, the award of CPD points is automatic since the inhouse program is part of the CPD activities covered by the draft CPD policy. 3.1.2: Other service providers or employers must liaise with KISM, within reasonable time, before the training is carried out if they wish to award CPD points. 3.1.3: Also, the organizers of the event must inform KISM of the event before mounting the programme to ascertain the number of CPD points that merits the event.
4	BACKGROUND	4.1: How is "Unstructured learning" measured?	4.1.1: Unstructured CPD activity is not exactly measured but is verified as below as described in 3.4.3.1 of the policy <ul style="list-style-type: none"> • Proof of attendance e.g., participation certificate/ letter, Course outlines, teaching materials • Proof of support in the Mentorship and Internship programme e.g., letter of recommendation/ commendation.

			<ul style="list-style-type: none"> • <i>Verified presentation or publication in book, proceedings or journal.</i> • <i>Transcript, examination result slips, independent assessments of a learning activity by a competent supervisor</i>
5	CPD REQUIREMENT	5.1: What is the proposed annual number of CPD points required?	<p>5.1.1: <i>The annual CPD requirement varies from year to year.</i></p> <p>5.1.2: <i>The number of CPD points required for 2020 and 2021 was fixed at 24 points. This was deliberately kept low due to the prevailing COVID-19 pandemic</i></p>
		5.2: Does the Institute have training procedures? How do they link with the CPD policy?	5.2.1: <i>The Institute has guidelines on training procedures and processes, we are currently developing a comprehensive Training Manual that will house all the policies and procedures guiding training.</i>
		5.3: How was the numbers of CPD points arrived at?	5.3.1: <i>Time and content are key factors in determining CPD points. The recommended annual CPD points were arrived at after benchmarking with similar professional bodies, we then translated the required CPD learning hours into our own CPD points for uniqueness.</i>

		<p>5.4: What is the qualification of being a member? Does a certificate holder have the same rights as a CPSP (K) holder in comparison with say ICPAK?</p>	<p>5.4.1: <i>Currently any qualification from college diploma in SCM and above, from a reputable and accredited institution qualifies one for admittance as a KISM member.</i></p> <p>5.4.2: <i>Council determines the minimum threshold for admission to membership Section 16 (1) a, b</i></p>
		<p>5.5: What's the threshold for CPD Points for research papers?</p>	<p>5.5.1: The research paper must be published by a reputable referred journal. If it's a university paper, the Institute shall use the list of journals accredited by that university. Pre-notification to KISM ahead of publishing is required.</p> <p>5.5.2: <i>A Max. of 6 CPD points can be earned; subject to review by the Professional Standards Committee. In other words, the committee determines the number of CPD points to be earned for different research work. (Ref. Pg 13, 3.6)</i></p>
6	ANNUAL RENEWAL OF MEMBERSHIP	<p>6.1: Acquiring CPD points should NOT be a compulsory requirement for membership renewal, instead should only be compulsory for Licensing and for those practising.</p>	<p>6.1.1: CPD points is compulsory for all members in line with Section 16(10) and 23(d)iv of the SPMA</p>
		<p>6.2: Those young Kenyans without jobs and are not able to even pay for trainings should be spared.</p>	<p>6.2.1: <i>CPD policy applies to members.</i></p> <p>6.2.2: <i>KISM offers low cost and free webinars throughout the year. Highly subsidised courses have been introduced at KISM towers. All the avenues should be exploited by members on a budget to earn the required CPD points.</i></p>

7	Mentorship, university lecturers and Tutors.	<p>7.1: How do you measure the input of Some senior members who are doing mentoring in the SCM whether structured or unstructured through attachments, training and development, in house training, university lecturers, Tutors, research supervisors etc?</p>	<p>7.1.1: <i>Lecturing and associated duties, is the day today work of a lecturer and hence does not qualify for CPD consideration. Lecturers can, however, explore routes such as formal mentorship. Formal/structured mentorship, publications and research work is considered for award of CPD points in the policy.</i></p>
		<p>7.2: How will other points that can be accrued from mentoring, university teaching, research, publications etc be measured?</p>	<p>7.2.1: If the lecturer is invited to give a presentation, outside of his ordinary lecturing duty, makes a publication etc, then he/she is awarded CPD points accordingly. (Ref. Pg 13 3.6)</p>
		<p>7.3: Many members in academia attend seminars weekly that are geared towards research and mentoring and professional growth. So how does this policy capture those areas?</p>	<p>7.3.1: <i>No CPD points are awarded on a member's full time or day to day job whether in academia or SCM practice.</i></p>
		<p>7.4: Some work includes everyday training, and mentoring especially lecturers and tutors. How does that affect membership, CPD points and licensing? Do they have to attend the 75% mandatory KISM training and yet they publish and supervise etc? If their students get it, why not them?</p>	<p>7.4.1: In cases of co-authorship or joint research, the publication or research work earns the requisite CPD points (Ref. Pg 13 3.6). The CPD points are split amongst the writers applying for CPD points.</p>

		<p>7.5: Why are students in certificate programmes, diploma programmes, degree, masters, PhD and professional programmes being recognized for CPD points while their lecturers are not awarded CPD points?</p>	<p>7.5.1: <i>No CPD points are awarded on a member's full time or day to day job whether in academia or SCM practice.</i></p>
		<p>7.6: What guides the CPD points of university students who are in class for a whole two semesters getting 3 points while the 4-day training is getting 24 points?</p>	<p>7.6.1: The policy gives priority to professional development courses. <i>University courses are more general and academic in nature while training workshops are professional courses tailor made for specific market or labour needs. CPD, as the name depicts, relates to continuous professional learning, therefore, on the job professional learning earns more points. However, KISM recognises the effort put in the academic programs by awarding some CPD points upon completion.</i></p>
		<p>7.7: How do members within the various taskforces benefit from the whole CPD arrangements?</p>	<p>7.7.1: <i>CPD points shall be awarded to members of committees and council. A structured approach for such award of CPD points is given in Pg 17; 3.12 of the policy.</i></p>
		<p>7.8: Should CPD points be lowered</p>	<p>7.8.1: <i>Annual CPD points varies from year to year.</i> 7.8.2: <i>A CPD point is a unit of measure of learning of the professional, what is important then is not the unit of learning but attainment of the required learning in a given year.</i></p>

8	LICENSING	<p>8.1: What are the requirements for licensing?</p>	<p>8.1.1: <i>Licensing requirements are provided for under s. 20 of the SPMA, 2007 and Part II of the SPM (Registration and Licensing) Regulations, 2015</i></p>
		<p>8.2: As the categories differ so should licenses. Does this mean that licensed practitioners just get the license after payments?</p>	<p>8.2.1: License is not categorized; all practitioners must be licensed. Best practice does not allow for classification of licences-one is either licenced to practice or not.</p>
		<p>8.3: Currently the license is just pay as long as you are a member yet we have members who are not practitioners like lawyers, engineers, lecturers etc. they don't write professional opinions etc.</p>	<p>8.3.1: <i>Section 20(1) of SPMA categorically states that a supplies practitioner must have a registration certificate and a practicing license.</i></p> <p>8.3.2: One can be a member of the Institute and not a practitioner but all practitioners must be members.</p>
		<p>8.4: Costs of membership and license can be retained, but review of graduating and strata of points should be done and also graduating the licenses to cater for non-practicing members.</p>	<p>8.4.1: KISM prescribes the same CPD programme for all its members, there is no preferential treatment of some members.</p> <p>8.4.2: Best practice does not allow for classification of licences-one is either licenced to practice or not.</p>

9	STRUCTURED AND UNSTRUCTURED CPD ACTIVITIES	<p>9.1: What are unstructured CPD activities?</p>	<p>9.1.1: Structured CPD activity has learning as the key objective, it is relevant, measurable and verifiable. Unstructured CPD activity is defined as informal learning or development of practicing skills. These activities can be verified but are difficult to measure. <i>KISM classifies trainings from other service providers as unstructured but the courses must be accredited on their own merit for trainees to earn CPD points.</i></p>
		<p>9.2: For unstructured CPD activities, it's good to start restructuring the salaries of SC practitioners and the accreditation of organisations that facilitate supply chain management trainings.</p>	<p>9.2.1: The Institute is not involved in the setting or negotiations of salaries of SC practitioners. This lies within the mandate of SRC for the public sector. Salaries in the private sector are negotiated between the employer and the employee.</p>
		<p>9.3: Unstructured CPD activities are obviously the traditional approach, they do not take into account that much of the online learning.</p>	<p>9.3.1: CPDs are self-driven and make use of the internet and online learning</p>
		<p>9.4: Online learning is structured with instructor led online learning with practical exercises and activities. Online learning with practical exercises and activities must be included for CPD points award.</p>	<p>9.4.1: Online approaches noted for exploration by the Institute</p>

		<p>9.5: When we say CPD points earned in an unstructured way should not exceed 25% what does that mean? Define unstructured well so that members understand it</p>	<p>9.5.1: If, for example, the annual CPD requirements is 24 in a given year, a member can only earn a maximum of 6 points from other service providers and other programs such as mentorship, publications etc. In other words, 75% of all CPD points will be earned from KISM’s formal training program which includes workshops, webinars, forums, conferences and KISM In-House programs. Networking and sharing of experiences are unique gains in in-person training.</p>
10	<p>GENERAL CONSIDERATIONS FOR AWARD OF CPD POINTS</p>	<p>10.1: KISM should consider abolishing its centralised and expensive training for award of CPD due to covid-19 and other unforeseen future pandemics and highly encourage online training by increasing CPD points earned from online training from 3 to around 10 per training and also increasing the number of online trainings as opposed to contact or face to face trainings.</p>	<p>10.1.1: Even though webinars earn low CPD points there are often enough of in KISM’s annual CPD program to earn all the CPD points required in the year. Further CPD points have a positive correlation with learning hours; longer online learning sessions earn more CPD points. KISM will run monthly webinars in 2022. Networking and sharing of experiences are unique gains in in-person training.</p>
		<p>10.2: PhD is a once in a while comprehensive study that involves intensive research and therefore should be awarded 50 CPD points. It must not in any way be compared to a 5-day activity (workshops) in the award of CPD points.</p>	<p>10.2.1: PHD is more of an academic program-continuous professional training earn more CPD points. Weighting of CPD activities was professionally done as shown in Pg 13; 3.6 of the policy</p>

		10.3: Masters should be given 30 CPD points, Bachelors should be given 24 points to encourage young graduate pick up membership and get licensed.	10.3.1: These are all academic papers and may not be considered as continuous professional development. However, KISM has recognised such qualifications in its CPD policy Refer to 3.6 of the Draft Policy Document
		10.4: Professional courses should be given at least 15 points or even more especially CPSP as they are one off trainings.	10.4.1: Refer to 3.6 of the Draft Policy Document
		10.5: Consultants who teach or offer trainings, do they get the same CPD points as their trainees? Kindly verify.	10.5.1: Consultants are practitioners and earn CPD points as their peers in the profession. They earn CPD points for the hours they actively attend training sessions, whether they train or choose to extend and learn like other participants.
11	AWARDING STRUCTURED CPD POINTS	11.1: Making a professional presentation on invitation in a seminar one need to read extensively and therefore should be awarded 24 CPD points. 11.2: Relevant study programs by students in training colleges and learning institution are developing daily professionally and should be given full points. They pay school fees and spend a lot of time in those schools.	11.1.1: Whereas the institute recognises the effort that goes into preparing for a presentation, it is the presentation that is actually measurable and verifiable. Hence, CPD points are attached to the presentation itself. 11.2.1: These trainings are academic and not professional hence may not qualify for CPD points. CPD points are however awarded upon completion of such programs as a recognition of the professional effort to learn. 11.2.2: The academic qualifications largely count when one is seeking member registration and licencing

		<p>11.3: Consider a 14 weeks training and compare with a one day or two days' workshop/seminar or KISM webinar or such other webinars giving professional training should be awarded point as follows:</p> <ul style="list-style-type: none"> • Free webinar - 4 points. • Desktop research costing kshs.500 and below on internet charges - 8 points. • Desktop research costing kshs 1000 and above - 15 points. • Publications of PSCM articles in newspapers, journals or case studies and such as published literature -24 points. • Considering the costs of publishing, the knowledge being passed to the public, research done by the author among other things that made it be. • Peer review of manuscripts, research proposals, syllabi and book review -12 points. <p>Remember most the above works involve a lot of money and time, research, intensive reading for one to go through.</p>	<p>11.3.1: Refer to 3.6 of the Draft Policy Document</p> <p>11.3.2: Pegging CPD points on costs incurred would lead to commercialisation of CPD points which would be unprofessional.</p> <p>11.3.3: Emphasis, when awarding CPD points, is put on the end product (measurability) rather than the process to ensure objectivity</p>
--	--	--	---

	<p>11.4: By saying “KISM or other....” this statement suggests that KISM is one among several accredited institutions while in actual fact it is not; rather KISM is an oversight body for the procurement profession.</p> <p>11.5: What happens to members who attend courses e.g. in finance, technology, project management etc, which are relevant to their practice and are offered by professional bodies or training firms locally and abroad?</p> <p>11.6: Capacity building courses, in house trainings, Webinars by Accredited Firms; relevant study programs, Webinars by Independent Consultants, KISM webinars, Facilitation at any workshop Accredited by KISM- Do these programs fit into the definition of CPD?</p>	<p>11.4.1: KISM council has explicit mandate in SPMA section 16(10) to prescribe CPD programme in SCM. KISM is the SCM profession regulator. KISM accredits, for CPD consideration, courses offered by other institutions.</p> <p>11.5.1: The program must be relevant, PSC pre-reviews the application in such cases, evidence of attendance is required, PSC determines CPD points to be awarded. Prior approval based on course curriculum is required. Official invitation/nomination letter required</p> <p>11.6.1: There is provision for consideration of such courses by PSC since the courses add value to the practitioners. However, such courses would be considered on a case-by-case basis accredited and awarded CPD points within the 25% threshold.</p> <p>11.6.2: The accreditation fees must be fully paid for CPD points to be awarded.</p> <p>11.6.3: Accredited courses bear unique accreditation numbers by the Institute which should be confirmed by members before taking up such programs</p>
--	--	---

		<p>11.7: If I stretch my training to 6 days to ensure that I get maximum points with shallow content, how will KISM regulate that and have a two-day online training that is deep in content and context.</p> <p>11.8: Can a member be awarded full CPD points if the member only participates for two days in a five-day workshop?</p> <p>11.9: Most graduations take place towards the end of the year, how then do you award points for that calendar year?</p>	<p>11.7.1: During accreditation, PSC considers the depth and scope of training courses before awarding CPD points. A long training with shallow content earns few CPD points. All KISM programs are weighed before determining the number of CPD points to be assigned to a course</p> <p>11.8.1: Any training is often deemed complete for award of certificate and CPD points on attaining 100% percentage of attendance. CPD points are only awarded for full training and not otherwise. 100% attendance required, no partial award of CPD points.</p> <p>11.9.1: CPD points awarded on presentation of final certificate, regardless of the year of graduation.</p>
12	<p>AWARDING UNSTRUCTURED CPD POINTS</p>	<p>12.1: What does unstructured learning/self-development refer to exactly?</p> <p>12.2: Clearly differentiate this from the structured form of CPD offered by licensed accredited firms.</p>	<p>12.1.1: Structured CPD activity has learning as the key objective, it is relevant, measurable and verifiable. Unstructured CPD activity is defined as informal learning or development of practicing skills. These activities can be verified but are difficult to measure. Included in Page 4: Definition of Terms</p> <p>12.2.1: <i>KISM classifies trainings from other service providers as unstructured but the courses must be accredited on their own merit for trainees to earn CPD points.</i></p>

		<p>12.3: The proposed accreditation and licensing fees which KISM is proposing in the policy is hefty especially for firms owned by young upcoming professionals. Consider revising the fees.</p> <p>12.4: It is erroneous to state that unstructured learning/self-development activities are those activities that enhance skills which are not applied in day to day working duties. In truth, professionals engage in unstructured learning/self-development in order to improve knowledge and capability that has bearing on their work.</p> <p>12.5: There are accredited institutions by KISM offering courses recognized by KISM. Are these structured or unstructured category? Clarify.</p>	<p>12.3.1: Discussed in the Accreditation Policy</p> <p>12.4.1: Differentiated in definitions given in this document under 8</p> <p>12.5.1: Programs offered by accredited Institutions fall under unstructured programs hence the 75%:25% rule applies.</p>
13	SANCTIONS	<p>13.1: There should be NO sanctions on any supply chain officer for not acquiring professional certification and licensing. Most of the issues that cause lack of certifications and licensing emanate from employers and financial constraints that are not in control of supply chain professionals.</p>	<p>13.1.1: Membership of the Institute is by choice; hence members are bound by the rules that govern the profession. Sanctions apply to registered members and licenced members who fail to adhere to the CPD requirements as per SPMA S. 16 (10). CPD requirement is compulsory for members for their own professional growth hence the need</p>

		<p>13.2: The current provision for sanctions in the policy document needs to be revisited.</p> <p>13.3: The word sanction is an ambiguous term especially with certain cadres of memberships.</p> <p>13.4: Do student members require the same CPD points as full-time members?</p> <p>13.5: Why is licensing renewal pegged on attainment of CPD points, what is the rationale?</p> <p>13.6: Do the licensing renewal requirements have legal support in the supplies Practitioners Management (Registration and Licensing) Regulations 2015?</p> <p>13.7: How will the payment of CPD penalty fees enhance the member's knowledge and skill?</p>	<p>for sanctions in the policy. However, the Institute ensures that there are sufficient routes for members to earn CPD points. Free and low-cost webinars are available for members who cannot pay for trainings</p> <p>13.4.1: SPMA has no provision for student members. All full members are bound by the CPD policy SPMA S.16 (10). Students of SCM are, however, encouraged to take advantage of low cost and free CPD activities for their own professional growth.</p> <p>13.5.1: SPMA S.16 (10)</p> <p>13.6.1: Ref. SPMA S.16 (10)</p> <p>13.7.1: Clarification: Back fees are on membership renewal The provision to pay back fees is away of the Institute trying to enable its members stay in the register even though they were unable to earn CPD points and renew their status in a given period.</p>
--	--	--	---

		<p>13.8: This measure only prioritizes or advances commercial interest of the institute with no regard for the member’s circumstances.</p>	<p>13.8.1: The Institute is a creation of SPMA to regulate the PSCM profession.</p>
14	REINSTATEMENT	<p>14.1: The reinstatement requirements need to be revisited and agreed by all members before the final draft is published.</p> <p>14.2: Reinstatement has no legal backing in the SPMA and the current regulations including in the sections dealing with registration, deregistration and reinstatement of members.</p> <p>14.3: Define “voluntary loss of membership” and “involuntary loss of membership.</p>	<p>14.1.1: SPM (Registration and Licencing Regulations) 29 (1)-(3) Taken care of in Page 17; 3.10 of the policy</p> <p>14.1.2: Once reinstated a member retains his/her old status quo</p> <p>14.2.1: SPM (Registration and Licencing Regulations) 29 (1)-(3) Taken care of in Page 17; 3.10 of the policy</p> <p>14.2.2: Once reinstated a member retains his/her old status quo</p> <p>14.2.3: Voluntary loss of membership happens on one’s free will by failing to renew membership status Involuntary loss is without ones will eg when a member is suspended on disciplinary issues.</p> <p>14.4: (As in SPM Regulations_2015)</p>
15	MEMBER CPD REPORT	<p>15.1: Who should be a member? It has not been clear and it focuses only on practitioners working in the field and not those doing other non-practicing work which includes mentoring, supervision etc.</p>	<p>15.1.1: SPMA s. 16 and s. 20 (1) defines who a member is.</p>

		<p>15.2: The CPD policy has not categorized the different classes of members thus will all members be subjected to the same number of CPD points? I.E the Student member, fellow, full and associate member?</p> <p>15.3: CPD points should be graduated to cover all and sundry not blocked.</p>	<p>15.2.2: CPD policy binds all members apart from student members SPMA s. 16 (10)</p> <p>15.3.1: SPMA s. 16 (10) does not give exemptions, so long as one is a member of KISM</p>
16	<p>AWARD OF CPD POINTS TO COMMITTEE MEMBERS, COUNCIL MEMBERS AND SECRETARIAT</p>	<p>16.1: Lecturers attending to SCM classes must not be treated casually as any other person or professional.</p> <p>16.2: Committee members, council members and the secretariat should be awarded CPD points by going through the same process like the others. No preference should be given to anyone.</p> <p>16.3: The CEO or Senior staff attending a Council meeting is doing their job for which remuneration is given by the employer (Institute).</p> <p>16.4: Taken to an external setting, should Heads of Procurement (HOPs) and other senior staff attending Board meetings or Tender Evaluation meetings be also awarded CPD points by the Institute?</p>	<p>16.1.1: No preferential treatment in membership on SPMA s. 16 (10)</p> <p>16.2.1: Committee members and council are awarded CPD points like everyone else. The only exception is when they attend meetings that discuss professional matters relating to the Institute.</p> <p>16.3.1: This is comparative practice</p> <p>16.4.1: CPD not awarded on activities relating to one's full-time job.</p>

17	CRITERIA FOR AWARD OF CPD POINTS TO FACILITATORS	<p>17.1: Facilitators participate in training to earn maximum points irrespective of the number of trainings attended.</p> <p>17.2: Facilitators attending workshops should be like any other member and should be awarded points of attendance.</p> <p>17.3: Award of CPD Points to Directors of Licensed and Accredited Firms should be considered for CPD points similar to the KISM Council and Committees. Such Directors are committing enormous amounts of time designing and coordinating CPD and training programs of their firms and should be credited CPD points similar to the criteria used for Council and Committee Members.</p>	<p>17.1.1: Addressed in 3.12.3</p> <p>17.2.1: Addressed in 3.12.3</p> <p>17.3.1: CPD points are given to the extent that they relate to the accredited courses only.</p> <p>17.3.2: Such organisers may attend courses mounted by their organisations and earn CPD points as per this policy.</p>
18	CPD ACTIVITY	<p>18.1: On definition of terms, CPD activity has a definition that is quite broad and will include aspects like IoT, Block chain etc. How will that affect PSC considering that 80% of the training is geared towards the public sector?</p> <p>18.2: With this in mind, how will PSC decide which areas are relevant and which are not and where will objectivity come from to ensure equal service and recognition.</p>	<p>18.1.1: The Institute has made an effort to include courses that are favourable to the private sector, especially those mounted at KISM Towers and on zoom. However, PSC is open to such comments for further improvement of the Annual Training Program. Only courses accredited by KISM earn CPD points.</p> <p>18.2.1: This is the essence of accreditation of courses by other institutions to ensure members get value for money.</p>

	<p>18.3: The institute has 4000+ members who engage in numerous activities that fall within the scope of “CPD Activities”. Going by this definition of “CPD Activity” as presented in this document, these continuous professional developmental activities of member’s shall not qualify as “CPD Activity” unless they have been “pre-accredited” or “pre-approved” by the institute.</p> <p>18.4: What standards and measures are in place to ensure that members are or will constantly be made aware of such a requirement?</p> <p>18.5: Secondly, processing pre-accreditations or pre-approvals for even a small fraction (say 10%) of the 4000+ members is a daunting task – this being the case, does capacity exist within the institute to carry out such pre-accreditation/approval processes?</p> <p>18.6: Thirdly, section 16(10) of SPMA, 2007 states that the Council shall prescribes the CPD programs to be undertaken by members, however this CPD Policy document introduces a requirement and process of accreditation of CPD programs yet such a</p>	<p>18.3.1: It is not all CPD activities that require pre-accreditation but pre-approval is required for all activities. For some activities a notification and/ proof of undertaking activity is sufficient. Such activities include publications, mentorship, professional presentations etc. “CPD activity” has been defined as a learning activity a professional undertakes to develop and enhance his/her professional abilities. Such enables learning to become conscious and proactive. Page 4: Definition of term</p> <p>18.4.1: Once the policies are validated and adopted as policy guidelines, the Institute will engage in continuous sensitization on the requirements.</p> <p>18.5.1: Accreditation is envisaged to be done for training courses offered by service providers who are licenced firms other than KISM. Given that the accreditation criteria is rigorous, the number of firms offering such trainings is limited, hence the Institute is able to carry out the work professionally while ensuring high quality training.</p> <p>18.6.1: SPMA S. 5 (a) The policy is anchored on <i>the SPM Act in section 5 (a) which defines one of the functions of KISM as “to establish, monitor, improve and publish the standards of the supplies practitioners’ profession and safeguard the interest of all supplies practitioners”</i>. Accreditation is a</p>
--	---	---

		<p>requirement/process which is not supported has not been prescribed or defined by any clause in the SPMA or its attendant Regulations.</p> <p>18.7: Under these circumstances, it is worthwhile to adopt a “Universal definition of what a PSCM CPD Activity actually is,” and further adopt procedures that allow members to report their CPD activities with verifiable evidence, and with ease.</p> <p>18.8: The Capacity needs of practitioners are diverse based on their operating environments and the evolving circumstances within transformations in organizations and the supply chains - it is therefore not possible to know the specific nature of all such capacity needs, consequently it would be disadvantageous to members if such a restrictive definition of CPD Activity was adopted and /sustained.</p>	<p><i>way of ensuring that CPD training done by KISM or other service providers in SCM meet some minimum standards. Further, by accrediting and assigning specific accreditation number to a course, then the council prescribes such a course as a CPD programme and assigns CPD points to attendee.</i></p> <p>18.7.1: SPMA gives the framework. S. 16 (10) Framework given in the draft policy clearly defines CPD activities.</p> <p>18.8.1: Addressed</p>
19	Member in Good Standing	<p>19.1: A member in good standing is not clear. This definition in the context of the draft CPD policy document does not imply the same meaning with the definition provided in the interpretations section of the SPM (Registration and Licensing) Regulations 2015, which states that “good standing” means, a member who is up to</p>	<p>19.1.1: Definition of “good standing” to be adopted as a, a member who is up to date in payment of all dues and fees as per the Registration and Licencing Regulations (2015). That is “A member who is up to date in payment of all dues and fees and is not under disciplinary sanctions”. Page 4: Definition of Terms</p>

		date in payment of all dues and fees. The interpretation does not in any way imply disciplinary actions under sanctions, and therefore needs to be amended.	
20	KISM Trainings	20.1: How can one be a trainer for KISM?	20.1.1: KISM sends out “Call for Trainers” advertisements for trainers annually. One can be a trainer through formal application as and when the advertisement is made. The list is generated and applicants taken through ToT.
		20.2: Let the advertisement on TOT be loud.	20.2.1: ToT is done for the qualified and selected out of the applicants following call for trainers. 2 KISM engages with the members, on such advertisements through its website in addition to the mainstream media and dedicated email communication. Members must continually interact and engage with KISM to know what’s going on in the institute.
		20.3: What is KISM doing to encourage young professionals wishing to join the trainers club?	20.3.1: It’s important for the young professionals to be on the lookout for opportunities, training or otherwise, when they are advertised. The recent pool of trainers constitutes young professionals most of whom come in as trainers under study.
21	Training Costs	21.1: What measures are in place to ensure costs of trainings are reduced to help the unemployed access KISM trainings?	21.1.1: Since the beginning of 2020, the cost of training has reduced by 20%. The Institute is looking for ways and means of offering even lower cost courses to members. 21.1.2: The training costs would eventually decrease significantly with increase in the attendance. Members are hence encouraged to participate in large numbers for the Institute to enjoy economies of scale which can be passed to members as reduced training fees.

		<p>21.2: Can KISM consider having several online trainings to help reduce cost of training?</p>	<p>21.2.1: The council introduced free and low-cost webinars to ensure the unemployed members can also access CPD training. The annual CPD calendar is often designed in such a manner that one can earn all the annual CPD points from such webinars only.</p> <p>21.2.2: Also, pocket friendly programmes ranging from as low as KSHS. 5,000 are organised at KISM Towers.</p> <p>21.2.3: Alternative ways to earn CPD points introduced</p>
22	<p>SCRAMBLE FOR TRAINING OPPORTUNITIES IN KISM</p>	<p>22.1: What is KISM doing to safeguard member’s interest in terms of giving training opportunities fairly to members?</p> <p>22.2: What are the criteria used in choosing the resource persons for KISM?</p> <p>22.3: What is KISM doing to address conflict of interest and collusion by the council members in terms of scramble for KISM consultancies and giving out of training opportunities to well-connected individuals.</p>	<p>22.1.1: KISM posts advertisements for trainers annually. One can be a trainer through formal application as and when the advertisement is made.</p> <p>22.2.1: Trainer expertise and ability to deliver certain trainings and feedback from trainees are key determinants of how often a trainer is engaged by the Institute.</p> <p>22.3.1: KISM secretariat and not the council is concerned with the organization of the training and ensures fairness in choosing the trainers based on the subject matter and trainer strengths. Council gives the policy guidelines.</p> <p>22.3.2: There is no conflict of interest among the council members. Council members are not involved in any training or consultancy activities especially with KISM.</p>

		<p>22.4: What is it that KISM is doing to ensure Training rates are kept low as is it currently?</p> <p>22.5: The cost of acquiring the CPD points should be friendly to the unemployed since they pay from their pocket unlike their employed counterparts.</p>	<p>22.4.1: Current prices we'll be sustained via establishing more revenue-generating opportunities, economies of scale and benchmarking rates with other professional bodies.</p> <p>22.5.1: Training costs have been reduced by approx. 20% since the substantive council came on board.</p> <p>22.5.2: The council introduced free and low-cost webinars to ensure the unemployed members can also access the training.</p> <p>22.5.3: In 2021, webinars earned over 24 CPD points which was the annual requirement for the year. Members who cannot afford in-person training should take advantage of such webinars</p>
23	DEVOLVING TRAINING	<p>23.1: Face to face trainings should be devolved to all towns</p> <p>23.2: What happens when a fully paid for webinar is postponed?</p>	<p>23.1.1: The Institute is considering mounting training at the regions (in collaboration with the regional leadership) with participation of members in the regions.</p> <p>23.2.1: Money paid can used for a future webinar. This happens with other training events; members do not lose their money (paid to the institute) at any one given time. One does not earn CPD point on postponed webinars. Earning of CPD points happens when actual learning takes place.</p>

24	EMPLOYMENT ISSUES	<p>24.1: Is there a way the Institute can connect Professionals without jobs or doing jobs not related to SCM to probable employers? This hampers renewal for registration.</p>	<p>24.1.1: Employment is a critical issue in Kenya. The institute has always networked with individual companies to ensure members get internship programmes.</p> <p>24.1.2: Networking, mentorship and courtship are also sure ways of ensuring one gets knowledge of a job opening, attachment and internship. KISM activities such as membership for a provide excellent networking opportunities.</p> <p>24.1.3: Students should give their best during internship programmes to ensure being retained by institutions after internship.</p> <p>24.1.4: Good recommendation letters from attachments and internships are key in getting job placements.</p> <p>24.1.5: Audits, engagement of professionals in recruitment panels-KISM to get pro-active with employers</p>
25	REGISTRATION	<p>25.1: Renewal of registrations for student members – what are the benefits?</p>	<p>25.1.1: Collaboration with institutions to support young professionals in collaboration with KISEB as well as offering career counselling.</p> <p>25.1.2: KISM is in the process of developing an internship and placement program which will connect young graduates with possible employers as they sharpen their skills through mentorship programs.</p>
		<p>25.2: Can membership fees be paid once and license fees be paid annually?</p>	<p>25.2.1: Membership is paid once, membership and licence renew and done annually.</p> <p>25.2.2: Member registration and licences are outlined in the SPMA.</p>

		<p>25.3: Can we have digital cards and licenses to avoid the physical ones?</p>	<p>25.3.1: The institute is currently working on the automation of the registration process. The digital platform is set to begin operations by August. The output would automatically be the issuance of e-license and cards.</p>
		<p>25.4: Does the CPD policy apply to student members?</p>	<p>25.4.1: No, it does not apply to student members because they are not full members. 25.4.2: The SPMA to be reviewed to make students members of KISEB first before they can be full members of KISM. 25.4.3: Students are not yet practicing and therefore, need not earn CPD points. 25.4.4: Members conducting student mentorship programmes are entitled to CPD points.</p>
26	<p>ZOOM MEETINGS UPDATE</p> <p>Communication</p>	<p>26.1: What is KISM doing to ensure members are continuously updated on the zoom meetings?</p> <p>26.2: How do we ensure that there is a very effective and efficient way of communicating to members seamlessly?</p>	<p>26.1.1: KISM’s official mode of communication is through e-mails.</p> <p>26.2.1: Every communication from KISM sent through other channels must first be through e-mail.</p> <p>26.2.2: Members are encouraged to ensure that their email addresses are updated especially when they change jobs.</p> <p>26.2.3: The new digital portal, (under update) will ensure all member details are captured as they currently are. Communication to all the bona fide members to be implemented</p>

		<p>26.3: Is there any WhatsApp group for procurement professionals?</p> <p>26.4: The institute should consider using telegram and WhatsApp platforms to reach members</p> <p>26.5: The institute should encourage members to use their personal e-mails and not their job e-mails when registering as members. This ensures that the Institute can still reach them even after changing jobs.</p>	<p>26.4.1: The Secretariat will consider telegram as a way of communicating with members.</p> <p>26.5.1: Members are encouraged to share information from KISM with fellow members.</p>
		<p>26.6: Request for sharing of the webinar slides with the members and considerations of members' contribution into the final draft.</p>	<p>26.6.1: Slides will be sent to all members and all the members' views to be considered when developing the final draft of the policy.</p> <p>26.6.2: Policy documents are dynamic and continue to change, therefore members' continuous contribution is important.</p>
27	<p>COMPETITION BETWEEN KISM PROGRAMMES AND OTHER CONSULTANTS' PROGRAMMES</p>	<p>27.1: Conflicts between KISM programmes and other consultants' programmes.</p> <p>27.2: Making CPD Training Practical from different sectors.</p> <p>27.3: Consider having a research hub for KISM</p>	<p>27.1.1: There is no conflict of interest between KISM and other SCM training institutions. KISM as the sole regulator in the country on SCM and prescribes its own CPD programme and accredits qualified training firms to offer CPD points from time to time. Accredited courses are given unique accreditation numbers by KISM.</p> <p>27.3.1: Research hub is work in progress for KISM. Plans will be concluded once Corona pandemic controlled in the republic.</p>

28	REMUNERATION S	<p>28.1: What efforts is KISM putting in place to ensure that members in different institutions are well remunerated?</p>	<p>28.1.1: KISM has little influence in the public sector remuneration since salary scales are set by SRC. In the private sector, salaries are negotiated between the employer and the employee. Scheme of service exists by the NT</p> <p>28.1.2: Elevating the HOPs to report directly to the CEO by the PPAD Act 2015 is a big gain in terms of strategic positioning of the SCM in organisational charts.</p> <p>28.1.3: KISM actively engages with KEPSA on SCM issues in the workplace.</p> <p>28.1.4: Members are encouraged to scale up their skills for better bargains with the employers through CPD programme.</p> <p>28.1.5: There has been an improvement in the public service in terms of graduate job entry grades. Graduates of SCM now join service at job group K, like is the case with other professions.</p> <p>28.1.6: Quite a number of SCM professionals in the public service were promoted in the recent past by PSC.</p> <p>28.1.7: The position of Director of Public Procurement has been elevated to Director General at the NT which is a plus for the profession.</p> <p>28.1.8: There has been general promotion of SC practitioners in the Ministries by PSC to senior positions.</p>
----	---------------------------	--	---

			28.1.9: Heads of procurement must champion for better terms for professionals in their organisations.
29	POLICY REVIEW	29.1: How long does it take to review these policy documents?	29.1.1: 3 years or as need arises, whichever comes first. 29.1.2: Reviews may be necessitated by change in law, changes in the macro and micro-operating environment suggestion by the council, reviews in laws & regulations and interest of members.