



Australian Government

Assessment Requirements for FBPPPL4005 Manage supplier agreements and contracts

Release: 1

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Modification History

Release	Comments
Release 1	This version released with FBP Food, Beverage and Pharmaceutical Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has managed internal and external agreements for the supply of goods and/or services on at least two separate occasions, including:

- determining resource requirements for work area
- establishing contractual conditions and determining most suitable supplier
- monitoring supply against agreements and contracts, and promptly identifying and acting on variances
- establishing supply contingencies
- maintaining relationships with suppliers to support service.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- approaches to supply chain management, including:
 - customer-led models and efficient consumer response (ECR)
 - contrast between independent company operations versus chain partnership arrangements
 - the implications of a supply chain approach for the nature of the relationships between the company and its suppliers, including level of information sharing and cooperation
- the company's approach to supply chain management, and related systems and documentation in place to support internal management and supplier relationship management, including levels of authority
- appropriate technical knowledge to determine capacity of a supplier to deliver and to assess quality of goods/service supplied
- legal rights and responsibilities of both the company and the supplier

- the role of benchmarking in determining appropriate criteria for supplier selection and contract management
- appropriate measures of contract delivery and relative importance/weighting given by the company
- induction and duty of care responsibilities for contractors working on-site where relevant.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - sample agreements and documents
 - technical support and advice as appropriate
- specifications:
 - workplace procurement policies and related documentation and systems
 - relevant legislation, codes of practice and agreements
 - information management systems, including planning, recording and reporting systems
- relationships (internal and/or external):
 - access to suppliers of goods and services.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volumes, including Implementation Guides, are available at VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=78b15323-cd38-483e-aad7-1159b570a5c4>