Global Horizon
TRAINING CENTER

Training Course:
Mastering Procurement: Navigating Policies, Regulations, and Best Practices

8 - 12 June 2026
Kigali (Rwanda)

Training Course:
Mastering Procurement: Navigating Policies, Regulations, and Best Practices

Training Course code: PU235342 From: 8 - 12 June 2026 Venue: Kigali (Rwanda) - Training Course Fees: 6350 Euro

Introduction

Welcome to "Mastering Procurement: Navigating Policies, Regulations, and Best Practices," a comprehensive training program designed to equip participants with the knowledge and skills necessary to excel in procurement management. In today's dynamic business environment, adherence to procurement policies and regulations is paramount for organizational success. This training program offers a deep dive into the intricacies of procurement, providing participants with a solid understanding of legal frameworks, best practices, and ethical considerations essential for effective procurement management.

Program Objectives

By the end of this training program, participants will:

- Gain a comprehensive understanding of procurement policies, regulations, and legal frameworks governing procurement activities.
- Develop the ability to strategically plan and execute procurement processes aligned with organizational goals.
- Acquire proficiency in procurement procedures, documentation, and contract management techniques.
- Enhance negotiation skills to achieve favorable outcomes while maintaining ethical standards.
- Cultivate professionalism and ethical conduct in procurement practices, promoting transparency, fairness, and integrity.

Target Audience:

- Procurement Professionals: Individuals working in procurement management in both public and private sectors.
- Supply Chain Managers: Professionals responsible for organizing and overseeing procurement and supply chain activities.
- Contract Administrators: Individuals responsible for managing contracts and ensuring supplier compliance.
- Risk Management Professionals: Experts in assessing and managing procurement-related risks and developing risk mitigation strategies.
- Business Analysts: Professionals involved in analyzing and evaluating procurement decisions and strategies.
- Logistics Professionals: Individuals handling the logistics related to procurement, transportation, and storage of goods.
- Executive Procurement Officers: Senior executives who develop and oversee procurement strategies within their organizations.
- Anyone Involved in Procurement Activities: Individuals involved in procurement within public or private sector organizations or NGOs.

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Training Program Outline

Day 1: Introduction to Procurement Policies and Regulations

- Overview of procurement process and its significance
- Explanation of legal frameworks and compliance requirements
- Types of procurement policies public sector, private sector
- Key regulations and statutes governing procurement
- Case studies highlighting consequences of non-compliance

Day 2: Procurement Planning and Strategy

- Developing procurement plans aligned with organizational goals
- Crafting procurement strategies to optimize value and minimize risks
- Importance of market analysis and supplier selection criteria
- Introduction to procurement risk management techniques

Day 3: Procurement Procedures and Documentation

- Understanding procurement procedures in compliance with regulations
- Documentation requirements throughout the procurement process
- Importance of transparency, fairness, and accountability
- Best practices for maintaining comprehensive procurement records

Day 4: Contract Management and Negotiation

- Fundamentals of contract management in procurement
- Techniques for effective contract negotiation and dispute resolution
- Ensuring contract compliance and performance monitoring
- Addressing ethical considerations in contract negotiations

Day 5: Procurement Ethics and Professionalism

- Ethical considerations in procurement practices
- Importance of integrity, fairness, and confidentiality
- Promoting professionalism and integrity in procurement activities
- Case studies on ethical dilemmas and decision-making frameworks

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Registration form on the Training Course: Mastering Procurement: Navigating Policies, Regulations, and Best Practices

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....
Position: .....
Telephone / Mobile: .....
Personal E-Mail: .....
Official E-Mail: .....

Company Information

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Address: .....
City / Country: .....

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....
Position: .....
Telephone / Mobile: .....
Personal E-Mail: .....
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Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

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Easy Ways To Register

Telephone: +201095004484 to provisionally reserve your place.

Fax your completed registration form to: +20233379764

E-mail to us : info@gh4t.com or training@gh4t.com

Complete & return the booking form with cheque to:Global Horizon 3 Oudai street, Aldouki, Giza, Giza Governorate, Egypt.