

Course Programme for CIPS Diploma in Procurement and Supply 2026 – 2027

Structured study sessions are approximately 3 hours in total and these run on your allocated class day.

This will be either Tuesday or Wednesday am (class day to be allocated).

L3M3 Contract Administration	
Date	Overview of Unit Content
w/c 26th Jan 2026	Types of contracts and agreements, contract documents: specifications, KPIs, SLAs, NDAs RFQs, business case development.
W/C 2 nd February	Competitive and historical pricing, negotiating competitive prices, link between costs and price
W/C 9 th February	The tendering process, regulations that can impact on the process.
w/c 16 th February	Measuring contract performance, revision
w/c 23 rd February	The use of data as a contract performance measurement, the use of KPIs, types of contractual risk and how to manage them
w/c 2 nd March	M3 – Revision
Exam	OR Exam - 9th -13 th March 2026
Results	3rd April 2026

L3M6 Socially responsible warehousing and distribution OR

L3M5 Socially Responsible Procurement

Date	Overview of Unit Content
W/C 23 rd March	M5/M6 The practical implications for sustainability and CSR
W/C 30 th March	M5/M6 The impact of environmental sustainability: green logistics, international legislation.

** Date may be subject to change, please always check with your tutor in advance of each unit *

W/C 6 th April	Break for Easter – Reading Week
W/C 13 th April	M6 Carbon footprint, noise and air pollution, reducing emissions energy efficiency. Unnecessary packaging. M5 Identify procurement and supply processes and practices that the organisation may adopt to support CSR. Triple bottom line concept and how it should apply to procurement and supply
W/C 20 th April	M6 Methods for the storage and movement of inventory. The principles of store and warehouse design, warehouse equipment. M5 Key metrics that can be used to measure and report on sustainability.
W/C 27 th April	M6 The environmental cost of warehousing and logistics, the role of government. M5 Key methods that can be used to monitor CSR compliance.
W/C 4 th May	Revision
Exam	OR Exam - 11 th – 15 th May 2026
Results	5th June 2026

L3M4 Team dynamics and change

Date	Overview of Unit Content
w/c 25 th May	Classify supply chain relationships, devolved purchasing, decision making unit, account managers, apply portfolio analysis to assess relationships in supply chains, develop action plans
w/c 1 st June	Classifying stakeholders, RACI model, communicating with stakeholders, cross functional working, improving team working
w/c 8 th June	Types of information exchanged between buyers and suppliers, supplier relationship management, supplier development techniques, improving relationships
w/c 15 th June	The concept of supply chain networks, stakeholder involvement, examples, the marketing concept, organisational buying behaviour
w/c 22 nd June	Techniques associated with marketing, sources of competitive advantage, competitor profiling and analysis
w/c 29 th June	Impact of technologies on purchasers and suppliers

w/c 6 th July	Revision
Exam	OR Exam 13-17 July 2026
Results	7th August 2026
August 2026 Summer Break	

L3M1 Procurement and Supply Environments

Date	Overview of Unit Content
w/c 14 th September	Functions of private sector organisations, financial measures, CSR, SMEs, multinational organisations, role and scope of procurement in the public sector. Role and scope of procurement in the not for profit sector, different types of competitive markets, the impact of market competition on supply
w/c 21 st September	Defining micro-economics, elasticity of supply and demand, pricing
w/c 28 th September	Analytical tools to explain the impact of the external environment on p & s: PEST, Porters five forces
w/c 5 th October	Implications of economic criteria: interest rates, inflation, exchange rates, GDP
w/c 12 th October	Political and legislative criteria that impacts on organisations: employment law, H & S, social and environmental impacts. How policies and procedures are used in procurement and supply
w/c 19 th October	Break – Half Term
w/c 26 th October	Procedures that regulate procurement and supply
W/C 2 nd November	Revision
Exam	OR - 9 th - 13 th November 2026
Exam Results	4 th December 2026

L3M2 Ethical Procurement and Supply

Date	Overview of Unit Content
w/c 23 rd November	Techniques to achieve added value: sources of added value, applying the five rights to products and services, value for money, achieving quality supplies, securing required quantities at required timescales
w/c 30 th November	Value for money criteria, pricing and costs, timescales, measuring and improving supplier performance
w/c 7 th December	Identifying procurement needs: make or buy decision, understanding commercial requirements from customers, developing specifications
w/c 14 th December	Approaches to the sourcing of supplies, surveying the market, supplier appraisal, inviting quotations and tenders and assessing them.
w/c 21 st and 28 th December	Break for Christmas
w/c 4 th January 2027	The role of codes of ethics, dealing with potential conflicts of interests, improving customer service.
w/c 11 th January 2027	Revision
Exam	18 th – 20 th January 2027 (TBC)
Results	12 th February 2026 (TBC)