

SFLSCM125(SQA Unit Code-DX6L 04) V2

SfL125 Place orders with suppliers



Overview

What this standard is about

This standard is about placing orders with suppliers. It deals with obtaining information and confirming orders with colleagues. It involves confirming orders, identifying problems and complying with procedures.

Who this standard is for

This standard is for supply chain practitioners. This could, for example be in purchasing, freight logistics operations or transport management roles.

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Performance criteria

- You must be able to:*
- P1 obtain information on the **supplies** that need to be ordered
 - P2 confirm the **specifications** with **colleagues**
 - P3 place orders with suppliers
 - P4 confirm the orders with suppliers
 - P5 identify any problems in placing orders
 - P6 comply with procedures for placing orders

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Knowledge and understanding

You need to know and understand:

- K1 information sources on **supply chain** processes
- K2 organisational objectives and activities
- K3 presentation theories, models, and practices
- K4 procurement theories, models, and practices
- K5 supplier evaluation methods and procedures
- K6 **supply chain** management theories, models, and practices

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Additional Information

Glossary

1. **Colleagues:** Permanent, temporary, agency staff
2. **Supplies:** Any combination of goods or services that are procured, delivered or stored in the supply chain
3. **Supply chain:** Procurement, purchasing and supply, logistics, transport, and operations management, within and between international boundaries
4. **Specifications:** A set of requirements to be satisfied by a material product or service

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