## 2024-2025

## LEVEL 3 APPRENTICESHIP SUPPLY CHAIN PRACTITIONER V1.1

### MONTH 1

- ONBOARDING: SKILLSCAN, INITIAL ASSESSMENTS & ELIGIBILITY CHECKS
- PRIOR LEARNING AND ELIGIBILITY REVIEW MEETING
- ENROLMENT TO APPRENTICESHIP

### **MONTH 3**

- WORKSHOP 5: CUSTOMER GROUP 1: BUSINESS TO BUSINESS
- WORKSHOP 6: CUSTOMER GROUP 2: RETAILER
- WORKSHOP 7: CUSTOMER GROUP 3: eCOMMERCE
- WORKSHOP 8: CUSTOMER GROUP 4: OMNICHANNEL
- WORKPLACE ASSIGNMENTS x 4
- WIDER LEARNING THEME 2
- OFF THE JOB LEARNING JOURNAL

### **MONTH 5**

- WORKSHOP 13: BUSINESS OPERATIONS BASICS
- WORKSHOP 14: INTRODUCTION TO SALES & MARKETING
- WORKSHOP 15: HEALTH & SAFETY 1
- WORKSHOP 16: HEALTH & SAFETY 2
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 4
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 2

### MONTH 7

- WORKSHOP 21 : INTRODUCTION TO PROCUREMENT
- WORKSHOP 22: SUPPLIER SELECTION
- WORKSHOP 23: MONITORING SUPPLIERS
- WORKSHOP 24: ETHICAL PROCUREMENT & MODERN SLAVERY
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 6
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 3

### MONTH 2

- PROGRAMME INDUCTION
- WORKSHOP 1: INTRODUCTION TO SUPPLY CHAIN MANAGEMENT 1
- WORKSHOP 2: INTRODUCTION TO SUPPLY CHAIN MANAGEMENT 2
- WORKSHOP 3: STAKEHOLDER
- WORKSHOP 4: STAKEHOLDER COMMUNICATION
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 1
- OFF THE JOB LEARNING JOURNAL
- INITIAL PROGRESS REVIEW

### **MONTH 4**

- WORKSHOP 9: CUSTOMER SERVICE
- WORKSHOP 10: ORDER MANAGEMENT
- WORKSHOP 11: CIRCULAR ECONOMY & MANAGING RETURNS
- WORKSHOP 12: CIRCULAR ECONOMY & SUSTAINABILITY
- WORKPLACE ASSIGNMENTS x 4
- WIDER LEARNING THEME 3
- OFF THE JOB LEARNING JOURNAL

### **MONTH 6**

- WORKSHOP 17: INTRODUCTION TO PRODUCTION AND
  MANUFACTURING
- WORKSHOP 18: NEW PRODUCTS
- WORKSHOP 19: PRODUCT COSTING
- WORKSHOP 20: VALUE FOR MONEY
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 5
- OFF THE JOB LEARNING JOURNAL

### MONTH 8

- WORKSHOP 25: INVENTORY MANAGEMENT
- WORKSHOP 26: INTRODUCTION TO WAREHOUSING 1
- WORKSHOP 27: INTRODUCTION TO WAREHOUSING 2
- WORKSHOP 28: INTRODUCTION TO INTERNATIONAL TRADE
- WORKPLACE ASSIGNMENTS X 4



### MONTH 9

- WORKSHOP 29: TRANSPORTATION
- WORKSHOP 30: PORTS & SHIPPING
- WORKSHOP 31: TRANSPORT PLANNING OPERATIONS
- WORKSHOP 32: LOGISTICS COSTS
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 8
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW

### MONTH 11

- WORKSHOP 37: PRODUCTION PLANNING
- WORKSHOP 38: SUPPLY PLANNING
- WORKSHOP 39: CAPACITY PLANNING
- WORKSHOP 40: KEY DRIVERS OF SUPPLY CHAIN PERFORMANCE
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 10
- OFF THE JOB LEARNING JOURNAL
- MID-POINT SKILL SCAN

- WIDER LEARNING THEME 7
- OFF THE JOB LEARNING JOURNAL

### MONTH 10

- WORKSHOP 33: INTRODUCTION TO SUPPLY CHAIN PLANNING
- WORKSHOP 34: DEMAND PLANNING
- WORKSHOP 35: INTRODUCTION TO FORECASTING
- WORKSHOP 36: NEW PRODUCT FORECASTING
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 9
- OFF THE JOB LEARNING JOURNAL

### MONTH 12

- WORKSHOP 41: BENCH MARKING AND KPIS
- WORKSHOP 42: SALES & OPERATIONS PLANNING (S&OP)
- WORKSHOP 43: STANDARD OPERATING PROCEDURES
- WORKSHOP 44: QUALITY ASSURANCE
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 11
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 4

# 2024-2025

## **LEVEL 3 APPRENTICESHIP**

## **SUPPLY CHAIN PRACTITIONER V1.1**

### MONTH 13

- WORKSHOP 45: SUPPLY CHAIN RISK
- WORKSHOP 46: MITIGATING RISK
- WORKSHOP 47: DELIVERY FAILURE
- WORKSHOP 48: SUPPLIER RISK
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 12
- OFF THE JOB LEARNING JOURNAL

### MONTH 15

- WORKSHOP 53: INFORMATION TECHNOLOGY & SYSTEMS IN SUPPLY CHAIN 1
- WORKSHOP 54: INFORMATION TECHNOLOGY & SYSTEMS IN SUPPLY CHAIN 2
- WORKSHOP 55: LEADERSHIP SKILLS 1 FOUNDATIONS OF LEADERSHIP
- WORKSHOP 56: LEADERSHIP SKILLS 2 TEAM LEADERSHIP & DYNAMICS
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 14
- OFF THE JOB LEARNING JOURNAL

### MONTH 17

- WORKSHOP 61: CONTINUOUS IMPROVEMENT 1: INTRODUCTION TO CONTINUOUS IMPROVEMENT
- WORKSHOP 62: CONTINUOUS IMPROVEMENT 2: CAUSE & EFFECT ANALYSIS
- WORKSHOP 63: CONTINUOUS IMPROVEMENT 3: PDCA CYCLE
- WORKSHOP 64: CONTINUOUS IMPROVEMENT 4: 8Ds OF
  PROBLEM SOLVING
- WORKPLACE ASSIGNMENT X 4
- WIDER LEARNING THEME 16
- OFF THE JOB LEARNING JOURNAL

### MONTH 19

- WORKSHOP 69: PRESENTATION SKILLS REVISION
- WORKSHOP 70: PRESENTATION SKILLS REVISION
- WORKSHOP 71: PRESENTATION SKILLS REVISION
- WORKSHOP 72: PRESENTATION SKILLS REVISION
- WIDER LEARNING THEME 18
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 7



### MONTH 14

- WORKSHOP 49: EMERGING TECHNOLOGY: BLOCK CHAIN
- WORKSHOP 50: EMERGING TECHNOLOGY: IoT
- WORKSHOP 51: EMERGING TECHNOLOGY: AI
- WORKSHOP 52: EMERGING TECHNOLOGY: BIG DATA ANALYTICS
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 13
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 5

### MONTH 16

- WORKSHOP 57: INTRODUCTION TO PROBLEM SOLVING
- WORKSHOP 58: DECISION MAKING TECHNIQUES
- WORKSHOP 59: CHANGE MANAGEMENT
- WORKSHOP 60: CHAIRING MEETINGS
- WORKPLACE ASSIGNMENTS X 4
- WIDER LEARNING THEME 15
- OFF THE JOB LEARNING JOURNAL
- PROGRESS REVIEW 6

### MONTH 18

- WORKSHOP 65: CONTINUOUS IMPROVEMENT 5: PRINCIPLES
  OF LEAN 1
- WORKSHOP 66: CONTINUOUS IMPROVEMENT 6: PRINCIPLES
  OF LEAN 2
- WORKSHOP 67: EPA OVERVIEW
- WORKSHOP 68: PRESENTATION SKILLS & EPA REPORT WRITING
- WORKPLACE ASSIGNMENTS X 2
- WIDER LEARNING THEME 17
- OFF THE JOB LEARNING JOURNAL

### MONTH 20

- WORKSHOP 73: PROJECT MANAGEMENT 1
- WORKSHOP 74: PROJECT MANAGEMENT 2
- WORKSHOP 75. PROJECT MANAGEMENT 3

### **MONTH 20**

- GATEWAY REVIEW MEETING
- SUBMIT EPA WORKPLACE PROJECT SCOPE
- SUBMIT PORTFOLIO MAPPING MATRIX

- WORKSHOP 76: PROJECT MANAGEMENT 4
- WIDER LEARNING THEMES 19 & 20
- OFF THE JOB LEARNING JOURNAL
- EXIT SKILL SCAN

### **MONTH 20-24**

#### END POINT ASSESSMENT:

- MULTIPLE CHOICE TEST EPAI
- WORKPLACE PROJECT & PRESENTATION
  INCLUDING KSB MAPPNG MATRIX EPAII
- INTERVIEW UNDERPINNED BY PORTFOLIO OF EVIDENCE -EPAIII
- EXIT SURVEY