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041605T4SCM

SUPPLY CHAIN MANAGEMENT LEVEL 6

BUS /OS/SC/CR/04/6

Manage Supply Chain Operations

July/August 2025

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TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC)

WRITTEN ASSESMENT

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Time:3 HOURS

INSTRUCTIONS TO CANDIDATE

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1. This paper consists of **TWO** sections: **A** and **B**.

2. Attempt **s** in section **A**.

3. Attempt question **ELEVEN** (11) and any other **TWO** (

4. Marks for each question are indicated in the brackets.

5. Candidates are provided with a separate attempt booklet

6. Do not write on the question paper

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This paper consists of FOUR (4) printed pages

**Candidates should check the question paper to ascertain that all pages are printed as
indicated and that no questions are missing**

SECTION A (40 MARKS)

Attempt ALL the questions in this section.

1. An organization is res-procurement and asset disposal policy to enhance operational efficiency. Give FOUR essential factors it should consider during this development process. (4 Marks)
2. To ensure successful application of its procurement and asset disposal framework, an organization is planning its implementation phase. Identify FOUR critical steps that should be followed during the implementation process. (4 Marks)
3. A department is facing frequent shortages of resource carry out its functions. Outline FOUR methods the department can use to ensure continuous availability of the identified operational resources. (4 Marks)
4. In the restructuring of a procurement department, the HR manager is identifying key roles necessary for efficiency. Identify FOUR key roles commonly found within a procurement staff structure. (4 Marks)
5. A newly hired team of procurement officers is undergoing onboarding to familiarize them with their responsibilities. Outline FOUR key elements that should be included in their induction training program. (4 Marks)
6. An experienced procurement manager is mentoring junior staff on leadership skills. State FOUR qualities of a good leader that is essential for management team. (4 Marks)
7. A procurement department is evaluating the performance of its officers to improve service OUR key performance indicators (KPIs) that can be used for this purpose. (4 Marks)
8. An internal audit reveals the need for better procurement controls within the organization. State FOUR primary objectives of establishing procurement control mechanisms. (4 Marks)
9. A public institution is introducing procurement fraud awareness training for its procurement staff. Mention FOUR benefits of providing such training to the relevant staff. (4 Marks)
10. During a compliance audit, it was noted that some procurement documents were missing or poorly recorded. State FOUR reasons why maintaining accurate procurement documentation is crucial for an organization. (4 Marks)

SECTION B (60 MARKS)***Attempt question ELEVEN (11) and any other TWO (2) questions in this section.******Read the following question Eleven (11)***

Med Plus Distributors Kenya Ltd. Based in Nairobi, supplies medicines and medical equipment to hospitals across Kenya. The company used to manage its own transport, but rising fuel costs and delivery delays especially to remote counties caused major problems. To improve performance, Med Plus outsourced its delivery services to a professional logistics company. They also carried out a delivery analysis, which showed that some areas caused high costs and delays. As a result, they set up new distribution centres in Kisumu and Eldoret to make deliveries faster and more efficient. However, during an audit, a procurement officer was caught taking bribes from a supplier. This led to overpriced contracts, financial loss, and damage to the company's reputation. The officer was fired, and the company faced criticism from the public and regulators.

11.

a) Using the example of Med Plus Distributors Kenya Ltd. Explain FIVE ways on how outsourcing logistics services contributes to improved efficiency and control within the organization's supply chain. (10 Marks)

b) Referring to the procurement misconduct at Med Plus Distributors Kenya Ltd., Describe FIVE potential consequences, both for the individual officer and the organization, of failing to adhere to ethical standards. (10 Marks)

12.

a) Procurement processes rely on various documentation to ensure transparency and compliance. Explain FIVE significance of procurement documentation. (10 Marks)

b) Effective allocation of duties within the procurement function is essential for organizational performance. Describe the criteria a procurement manager should use when assigning responsibilities to staff. (10 Marks)

13.

a) Internal procurement and asset disposal policies must be well-structured and aligned with organizational goals. Explain the steps an organization should undertake to develop an internal procurement and asset disposal policy. (10 Marks)

b) Policy relevance is maintained through periodic assessments. Discuss the importance of regularly reviewing and updating an organization's procurement and asset disposal policy. (10 Marks)

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14.

- a) Induction training ensures new procurement officers are well-integrated into the organization. Describe the elements that should be included in induction training program for a newly hired procurement officer. (10 Marks)
- b) A structured procurement process is key to efficiency and accountability. Explain the steps involved in the procurement process. (10 Marks)

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