

CERTIFICATION IN HUMANITARIAN SUPPLY CHAIN MANAGEMENT (CHSCM)

About CHSCM



The Certification in Humanitarian Supply Chain Management (CHSCM) is offered as part of the Fritz Institute/CILT (UK) Humanitarian Logistics Certification Programme. Humanitarian logisticians are called upon to provide responses in a variety of situations, sometimes planned for, but often happening without warning. In such situations, humanitarian logistics managers must have the ability to quickly construct and operate a supply chain to bring relief to those in need.

Developed with funding from DFID, ECHO and USAID, by experienced logisticians from ICRC, the International Rescue Committee, Medecins Sans Frontieres (Holland), Oxfam (GB), Save the Children (US), UNICEF, UNHCR, and WFP, CHSCM offers best practices in supply chain management

from the humanitarian community, in combination with leading practices from the commercial sector and academia, in order to teach the essential planning and management skills required of humanitarian logistics managers. The programme is guided by the Certification Advisory Group to ensure the professional content of the programme fits the requirements of today's Humanitarian Supply Chain Managers.



Who should participate?

CHSCM is aimed at humanitarian logisticians who are operating at a tactical level and are engaged in planning, resourcing and managing the supply chain and the implementation of supply chain strategy. Typically, candidates hold positions such as Logistics Coordinator, Logistics Manager and Head of Logistics.

While there are no set academic prerequisites, candidates are required to have experience as well as knowledge in humanitarian logistics and operations. A quick checklist (available from LLA at hlcregistrations@logisticslearningalliance.com) confirms candidates' suitability prior to enrolment. In some cases, candidates may be recommended to take the Certification in Humanitarian Logistics (CHL) first; however, CHL alone does not provide sufficient qualification to take CHSCM.

The self-paced distance learning is designed specifically for those presently working, with busy schedules, who require flexibility in their learning schedules.

How will you learn?

CHSCM uses the innovative 'competence model' approach, which emphasises the application of skills and experience, as opposed to the examination of knowledge. At the start of the course, the candidate (or student) is inserted into a realistic scenario in which they play a management role in a

simulated humanitarian relief operation. The tasks they are requested to complete are designed to facilitate the development and demonstration of the required skills, as defined in the CHSCM competence model.

Throughout the learning programme, which is administered by [Logistics Learning Alliance](#) (LLA), candidates are supported by LLA's experienced and professional learning coaches. These coaches also assess candidates' assignments and determine when they are ready to proceed to the next unit.

How long will the programme take:

Candidates should expect to take 24 months to complete the programme, studying approximately 10 hours per week. During that time, a portfolio documenting the candidate's achievements and skills is compiled for submission at the end of the programme to the awarding body (CILT-UK) for final assessment.

Course Fee & Registration

For more information about the programme or want details of the current course fees and finance options available please contact:

hcregistrations@logisticslearningalliance.com

Registration may be done at any time through the HLCP website:

www.hlcertification.org

Annex A: COURSE CONTENT

Unit 1 - Supply Chain Management in the Humanitarian World

The purpose of this unit is to provide a framework for the accountabilities, responsibilities, and activities of the supply chain function in a humanitarian organisation and developing an appropriate strategy to achieve the organizations mandate and programme objectives in a given operational context.

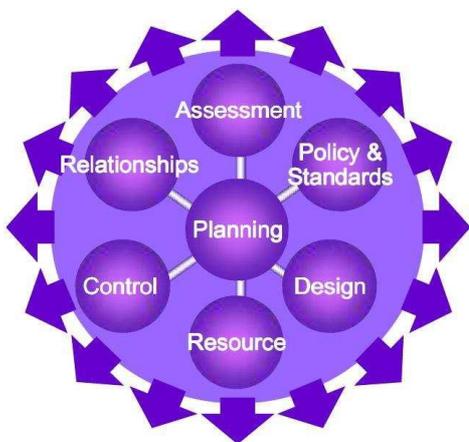
The unit provides an interface with others to ensure that supply chain activity supports the aims of the humanitarian organization. It further provides the mechanisms that enable the logistician to develop appropriate relationships and to provide direction to those whose actions can affect the performance of the supply chain

In this unit, you will cover:

- ❖ Key Chain Concepts & Terminology
- ❖ Supply Chain & Delivering an Organisation's Mandate
- ❖ Developing and communicating a supply chain strategy and high-level plan
- ❖ Identifying and communicating relevant supply chain inputs for implementation of programme strategy and plans
- ❖ Identifying & Evaluating Options
- ❖ Developing and analysing supply chain configuration options and a recommend approach
- ❖ Managing People, Relationships, & Communications

Unit 2 – Planning for In-Kind Supply Chains

The purpose of this unit is to provide a framework for planning and setting up an in-kind supply chain. This unit focuses on technical expertise relevant for physical supply chains for in-kind aid and the responsibilities and accountabilities of the supply chain function related to the physical supply chain.



Planning is a decision-making process about what to do and then how to do it. Underpinning an organisation's purpose is usually a mandate and policies that define what can be done and in what ways. Planning is the tool that enables the mandate and policies to be applied in a way that ensures actions are taken that allow the organization to provide solutions in specific situations.

In Unit 2, supply chain planning is approached as a deliberate act requiring analysis and assessment of the current situation, interpretation of policies, and design of solutions to fulfill the desired objectives. Supply chain planning processes provide the signal or trigger for the supply chain operational processes. Often,

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particularly in emergency situations, the expectation to act is high. But action undertaken without effective planning often leads to longer response times.

Spending time on planning can make the difference between action that is effective and timely and action that is immediate but ineffective. Good planning will lead to better results delivered on time with the consequence that human suffering is relieved in a more cost effective way.

This unit will cover the following topics:

- ❖ Designing an in-kind supply chain
- ❖ Configuring an in-kind supply chain
- ❖ Managing the flow of inventory in a humanitarian supply chain
- ❖ Developing and managing relationships with suppliers for goods and services related to the in-kind supply chain
- ❖ Evaluating risk exposure associated with an in-kind supply chain

Unit 3 – Planning for Cash Transfer Programming

The purpose of this unit is to provide a framework for planning for supply chain's responsibilities, accountabilities, and activities in support of cash transfer programming (CTP).

This unit focuses on technical expertise relevant for supply chain to advise on and support CTP.

CTP uses the markets to deliver on the organisation's behalf, but Supply Chain must still plan effectively in order to achieve a project's desired outcome. Supply Chain must assess the market's capability and reliability as well as quantifying the impact of choosing CTP over in-kind. Further, the contracting of service providers to implement CTP requires specific knowledge and attention to detail. Unit 3 focuses on preparing Supply Chain personnel for their roles and responsibilities in assessing, planning and supporting implementation set-up of CTP projects. In this unit you will be covering:

- ❖ CTP & Supply Chain
- ❖ Assessments & Analyses
- ❖ The Action Plan
- ❖ Procurement for CTP

UNIT 4: Supply Chain Coordination and Operation

It is a rather obvious, but still very important, statement that good planning does not necessarily mean that the supply chain will perform as required. Even with the best planning, the situation can develop in ways never anticipated in the planning scenario. Even if things happen as planned, performance must be monitored to confirm that the needs of the programmes are being met and operations are in line with the global supply chain strategy.

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This unit focuses on operating and coordinating supply chain activity. It involves monitoring and measuring performance to ensure that it is on track to meet expectations. Where there is a deviation, appropriate action must be taken to restore progress.

Unit 4: Implementation and Coordination consists of 6 activities, as shown in the diagram below.

The purpose of this unit is to provide a framework for coordinating and operating the supply chain and responsibilities of the supply chain function. The unit focuses on performance monitoring and management and the techniques to ensure supply chain activity happens in accordance with plans. This unit recognizes that coordinating and managing the supply chain involves managing and leading others, and therefore includes mechanisms to provide advice, support, and direction to others executing supply chain activities. The unit covers the following activities:

- ❖ Identifying controls for the in-kind supply chain and supply chain's CTP accountabilities
- ❖ Measuring and monitoring performance
- ❖ Resolving problems and adapt the in-kind supply chain and supply chain's CTP accountabilities
- ❖ Introduce changes to the in-kind supply chain and supply chain's CTP accountabilities
- ❖ Providing advice and support