



IACCM's Contract and Commercial Management (CCM) Learning and Certification Program

How Do You Achieve "Commercial Excellence"?

Contract Management and commercial competence have become critical enablers of business performance, whether in public or private sector, with the potential to drive both value and reputation.

Competence is achieved through a combination of operational experience, structured learning and rigorous assessment.

The IACCM Contract and Commercial Management programs provide the journey to individual and organizational excellence.

What's Included in the IACCM CCM Program?

Skills Assessment: identification of personal and/or team development needs against external benchmarks in the key areas of commercial skills and knowledge.

Development Plan: a personal report with gap analysis, together with learning and experience recommendations.

Learning: a flexible yet structured online program with student and instructor interactions covering the full contract lifecycle.

Certification: an internationally recognized certification in contract and commercial management at Associate, Practitioner or Expert level.

Three CCM Levels of Certification



CCM ASSOCIATE

Possesses the skills to understand and apply contracting principles and techniques in operational role with regular supervision.



CCM PRACTITIONER

Works with autonomy on a variety of contracts and commercial initiatives with experience in advanced operational techniques.



CCM EXPERT

Leads on complex and strategic cases, often requiring top executive interface and a high degree of personal judgment. Champions their professional function.

PROGRAM BENEFITS

Employers

- ✓ Confirm and benchmark employee credentials
- ✓ Make visible commitment to employee growth and excellence
- ✓ Provide positive benefit for new hires and support employee retention
- ✓ Achieve a compelling return on investment from improved performance
- ✓ Enhance functional status and influence through unique reporting and competitive insight

Individual

- ✓ Achieve world recognized accreditation
- ✓ Gain detailed knowledge of leading commercial practices
- ✓ Raise personal status and career path opportunities
- ✓ Join one of the fastest growing global communities
- ✓ Demonstrate your commitment to excellence and world class standards

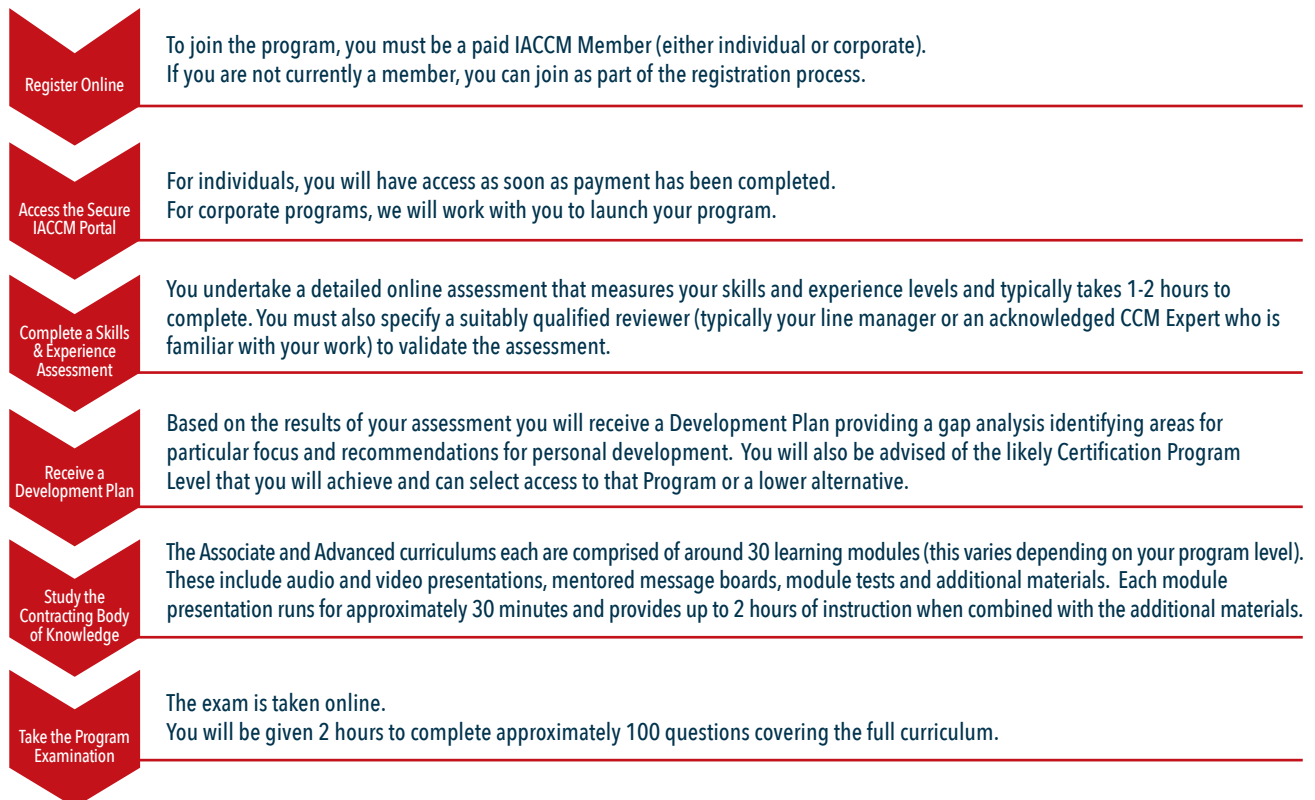
How does the CCM Program work?

IACCM Certification is based on a holistic assessment of your skills, experience and professional contribution, supported by examination and, at Expert level, demonstrated leadership and judgment. Each component of the program is mandatory and candidates accrue points that count towards their final certification level.

The program is taken online on the secure IACCM Learning Portal. Each certification program is self-paced but typically takes 3-6 months to complete. It can be taken individually or, for teams of 6 or more, as an exclusive corporate cohort. You will have up to 12 months to complete the program.

The process of completing the program and achieving certification is as follows:

CCM Associate and Practitioner Certification



CCM Expert Certification

Applicants wishing to achieve Expert Certification must successfully complete the Advanced Curriculum and will then be tested on the practical application of their skills. Following qualification for the program (which is based on successful submission of a case study) candidates will be invited to develop a business case on an issue of policy or organization. Candidates with successful submissions will be invited to present the business case to an expert panel and gain the benefit of personal feedback from the panel.

Success

When you successfully complete the training, you will be awarded the status of CCM Associate, Practitioner or Expert. Your certificate will be sent by mail, generally within 2 weeks of program completion and will be valid for 2 years.

You will be able to download one of the three badges associated with the program to list on your electronic signature and your online credentials.

Progressing to the next level of Certification

If you wish to advance to the next certification level, you may apply no sooner than 1 year after the date of your current certification award. Upon application, you will be requested to update your skills and experience assessment to verify eligibility for the next level of certification. Once verified by your reviewer you will be asked to pay the fee applicable to your new learning program and you can get started.



Associate Level Learning Modules Overview

Initiate

- Contract & Commercial Management Introduction
- Contract Administration
- Requirements Definition
- Cost Benefit Analysis
- Sourcing Options
- Undertaking a Terms Audit
- Cost Identification

Bid

- RFI, RFP, RFQ
- Responding to RFPs
- Bid Process and Rules
- The Influence of Laws on the Bid Process
- Evaluation Criteria
- Stakeholder Management
- Understanding Markets and Opportunities

Develop

- Contract and Relationship Types
- Terms and Conditions Overview
- Partnership, Alliances and Distribution
- SOW / SLA Production
- Drafting Guidelines and Consideration
- Other Strategic Considerations

Negotiate

- Negotiation Planning, Overview and Objectives
- Framing, Strategy and Goals
- Negotiation Styles
- Negotiation Techniques
- Tactics, Tricks and Lessons Learned
- Pricing and Financial Considerations

Manage

- Implementation and Communication
- Monitoring and Performance Management
- Contract Change Management
- Dispute Handling and Resolution
- Contract Close Out



Advanced Level (Practitioner & Expert) Learning Modules Overview



Introductory

- Commercial Excellence

Personal

- CCM Leadership and Becoming a Trusted Advisor
- Communication Visualization and Design
- Negotiating, Including Virtual Negotiations
- Customer Relationship Management (CRM)
- Supplier Relationship Management (SRM)
- The Impact of Culture on Trading Relationships
- Interactive Case Study: Negotiation

Business Acumen

- Avoiding the Top Ten Pitfalls
- Managing and Mitigating the Cost and Risk
- Advanced Financial Considerations
- Simplification of Contracts and Processes, Including Streamlining Contracting
- Benchmarking
- Government Contracting / Public Procurement
- Third Party Channels
- Ethics, Compliance and Sustainability
- Interactive Case Study: Workgroup Analysis

Technical

- Intellectual Property
- Competition and Antitrust
- Relational and Outcome based Contracting
- Governance and Standards
- Outsourcing Strategies and Tools
- International Trading
- Advanced Contract Drafting and Design
- Industries and Contract Types
- Agile Contracting and Managing Change
- Creating a Contract Management Plan
- Interactive Case Study: Complex Relationships

Pricing: CCM Certification Program for **Associate and Practitioner**



Individual Program investment*

US\$ 800 / person
(12 month access)



Corporate Program investment*

US\$ 800 / person
(12 month access)

- > Minimum 6 person
- > Additional one-time charge of US\$ 1,500 required to set up your company-specific learning portal
- > Includes up to 3 webinars

* NB

Price relates to a single program.

Applicants must be a paid member of IACCM to participate in the Certification and Learning program.

Prices include examination fees at Associate and Practitioner Level.

Pricing: CCM Certification Program for **Expert**



Individual and Corporate Program investment

US\$ 800 / person
to complete the Advanced Level curriculum

US\$ 400 / person**
to complete the Expert Program



** Note

For existing IACCM Certified Practitioners the US\$ 400 fee is waived.

Organizations that have adopted IACCM Certification include:

Accenture, Alcatel-Lucent, Allianz Managed Operations and Services SE, Aquatic, Atos, Australian Tax Office, Babcock, BAE Systems, BC Hydro, Bell Canada, Bombardier Transportation, BT Global Services, CGI, Chevron, Cisco Systems, ConocoPhillips, Crown Commercial Service, CSC, De La Rue, Dell, DMO Australia, Dupont, DWS Holding and Service GmbH, EE, Elbit Systems, Embraer S/A, Emerson, Ericsson, EY, Fujitsu, GE Oil and Gas, Grainger, Home Office, Honeywell, HSCIC, L-3 Communications, Lindahl, Lloyds Banking Group, Lockheed Martin, Marshall Aerospace and Defence, Microsoft, Meggit, Ministry of Defence, Nexen Energy ULC, Nokia Solutions and Networks, Oracle, Orange Business Services, Parker Aerospace, Phillips, Praxair, PwC, RasGas, Raytheon IDS, QinetiQ, Ramboll, Roche Diagnostics, Rockwell Automation, Schlumberger, Steria, SunPower, Telefonica, Telstra, UK Government Ministry of Justice.

Get CCM Certified Now! www.iaccm.com