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SOUTH AFRICAN QUALIFICATIONS AUTHORITY

REGISTERED UNIT STANDARD:

Participate in the design and implementation of municipal supply chain management

SAQA US ID	UNIT STANDARD TITLE		
116353	Participate in the design and implementation of municipal supply chain management		
SGB NAME		REGISTERING PROVIDER	
SGB Public Administration and Management			
FIELD		SUBFIELD	
Field 03 - Business, Commerce and Management Studies		Public Administration	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS
Undefined	Regular	Level 6	12
REGISTRATION STATUS	REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Registered	2004-10-13	2007-10-13	SAQA 0256/04

PURPOSE OF THE UNIT STANDARD

This Unit Standard is intended for political executives, municipal managers and strategic executive managers and assistant strategic executive managers in South African local government organisations. These service delivery processes include the supply of goods and services and may include public: public and public: private partnerships. Municipals services are delivered for the purposes of providing basic services to the community, to which they are constitutionally entitled.

Persons credited with this Unit Standard are able to:

- Oversee the establishment of effective, efficient and innovative systems for the demand and planning of service delivery processes at a municipal Level.
- To ensure value for money is obtained in the use of public funds.
- To effectively and efficiently managing fiscal and financial resources of South African municipalities.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

It is assumed that the Learners are competent in:

- Communication at Level 4.
- Mathematical Literacy at Level 4.

UNIT STANDARD RANGE

The typical scope of this is relevant municipal and public finance legislation.

Typical scope of documents include:

- Pre-qualification, bid documentation, advertising of and invitations for contracts; opening and recording of bids, the evaluation of bids to ensure best value for money; negotiating the final terms of contracts; and the approval of bids, conflict of interest, vendor verification.

Types of public private partnerships include:

- Build-Operate-Transfer (BOT), Build-Transfer-Operate (BTO), Build-Own-Operate (BOO), Buy-Build-Operate (BBO), Design-Build (DB), Design-Build-Maintain (DBM), Design-Build-Operate (DBO), Contract services, Developer Finance, Lease-Develop-Operate (LDO), Build/Develop/Operate (BDO), Lease-purchase, Sale-Leaseback, Turnkey.

Included in evaluating public-private partnerships are:

- The factors driving the public-private partnerships, definition of scale and scope of private sector involvement, evaluation of alternative PPP models and options, selection of preferred option, development of a detailed PPP format.

UNIT STANDARD OUTCOME HEADER

N/A

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Apply legislative requirements governing supply chain management.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The elements of supply chain management are described and analysed in the context of service delivery objectives at a municipal Level.

ASSESSMENT CRITERION 2

The principles contained in the legislation governing supply chain management can be identified in the context of municipal service delivery.

ASSESSMENT CRITERION 3

The implications of the legislative requirements governing supply chain management can be recognised and applied to organisations involved in municipal service delivery.

SPECIFIC OUTCOME 2

Manage risks in supply chain management processes.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Potential and actual risks are identified and compared with each other in a report explaining their frequency of occurrence.

ASSESSMENT CRITERION 2

Fraud prevention measures are recommended for municipal supply chain management

processes.

ASSESSMENT CRITERION 3

Processes are identified for screening providers of municipal services to assure quality control.

SPECIFIC OUTCOME 3

Delegation supply chain management powers and functions.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The roles of accounting officers and other municipal role players in supply chain management are described showing a clear understanding of powers, responsibilities and delegations.

ASSESSMENT CRITERION 2

A report is written indicating what powers and functions could and should be delegated to ensure efficient administration.

SPECIFIC OUTCOME 4

Comply with required ethical standards applied in municipal supply chain management.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Standards underpinning effective supply chain management are recognised and are based on ethical standards as stipulated by legislation.

ASSESSMENT CRITERION 2

Legislative requirements are translated into a code of conduct for municipal officials and role players involved in supply chain management processes.

ASSESSMENT CRITERION 3

Disclosure requirements by supply chain management officials and other role players are identified in legislation and incorporated into the procedures, which will be implemented.

SPECIFIC OUTCOME 5

Develop and evaluate a municipal supply chain management policy.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Alternative supply chain management processes are evaluated for appropriateness.

ASSESSMENT CRITERION 2

A municipal supply chain management policy is developed which complies with legislation.

ASSESSMENT CRITERION 3

Appropriate monitoring and reporting systems to both Council and senior management are put in

place.

ASSESSMENT CRITERION RANGE

Reporting systems must include data on black empowerment, gender equity and other council objectives.

ASSESSMENT CRITERION 4

New strategic alliances are evaluated in accordance with the supply chain management policy.

ASSESSMENT CRITERION 5

The appropriateness of proposed strategic alliance with suppliers is evaluated using a contingency model.

SPECIFIC OUTCOME 6

Develop various types of contractual arrangements and operational frameworks for public private partnerships.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

A range of public private partnership organisational options are described and evaluated in terms of their appropriateness as a service delivery mechanisms and the degree of risk transfer.

ASSESSMENT CRITERION 2

A framework for public private partnerships is developed in accordance with the regulatory framework.

ASSESSMENT CRITERION 3

The objectives of public private partnerships for all stakeholders, especially the poor, are identified and evaluated in terms of the impact they will have on the stakeholders.

ASSESSMENT CRITERION 4

The process for selecting a private sector provider and awarding a contract is developed to assure best practice and legislative requirements are met.

ASSESSMENT CRITERION 5

Types of governance structures for the public private partnerships are evaluated from the perspective of including financial management practice and tariff setting factors.

ASSESSMENT CRITERION 6

Principles governing technology use and transfer are evaluated for their appropriateness to the Public Sector.

ASSESSMENT CRITERION 7

Regulation, monitoring and complaints handling procedures are set in place to allow for ongoing monitoring of the supply chain management policy.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

- An individual wishing to be assessed (including through RPL) against this Unit Standard may apply to an assessment agency, assessor or provider institution accredited by the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Anyone assessing a learner against this Unit Standard must be registered as an assessor with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Any institution offering learning that will enable achievement of this Unit Standard or assessing this Unit Standard must be accredited as a provider with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.
- Moderation of assessment will be conducted by the relevant ETQA at its discretion.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

- Municipal finance, systems and structures legislation
- Black empowerment legislation
- Basic business operating principles
- Risk management
- Requirements for drafting a contract requirements

UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

UNIT STANDARD LINKAGES

N/A

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Identify and solve problems using critical and creative thinking processes, e.g. by trying to find creative solutions to how to optimise service delivery and utilise public private partnerships to build capacity in the public sector.

UNIT STANDARD CCFO WORKING

Work effectively with others as a member of a team, group, organization or community, e.g. through communicating with others regarding legislative issues and fostering team commitment amongst the public sector as well as private sector stakeholders.

UNIT STANDARD CCFO ORGANISING

Organise and manage oneself and one`s activities responsibly and effectively, e.g. through the demonstration of ethical and moral principles in all service delivery processes.

UNIT STANDARD CCFO COLLECTING

Collect, analyse, organise and critically evaluate information, e.g. through awareness of organisational and partnership practices and policies to ensure that they comply with the legislation and codes of conduct.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively using visual, mathematical and / or language skills in the modes of oral and/or written persuasion, e.g. through advising and motivating others with regard to service

delivery issues.

UNIT STANDARD CCFO SCIENCE

Use Science and technology effectively and critically, showing responsibility to the environment and health of others, e.g. use appropriate computer software for data capturing and document storage purposes.

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding of the world as a set of interrelated systems by recognizing that problem-solving contexts do not exist in isolation, e.g. in keeping in mind that service delivery contracts effect the lives of individuals and the well-being of the community and country as a whole.

UNIT STANDARD CCFO CONTRIBUTING

Participating as responsible citizens in the life of local, national and global communities, e.g. acting as custodian of ethical behaviour and maintaining a high Level of commitment to providing effective and efficient services to the community.

UNIT STANDARD ASSESSOR CRITERIA

N/A

UNIT STANDARD NOTES

N/A

QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	48965	Certificate: Municipal Financial Management	Level 6	Registered	2007-10-13

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