



# 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?

**Pre-assessment:** identification of personal and/or team development needs in the key areas of commercial skills and knowledge.

**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 Practitioner, Advanced Practitioner or Expert level.

## Three CCM Levels of Certification



### CCM PRACTITIONER

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



### CCM ADVANCED 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

- ✓ 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

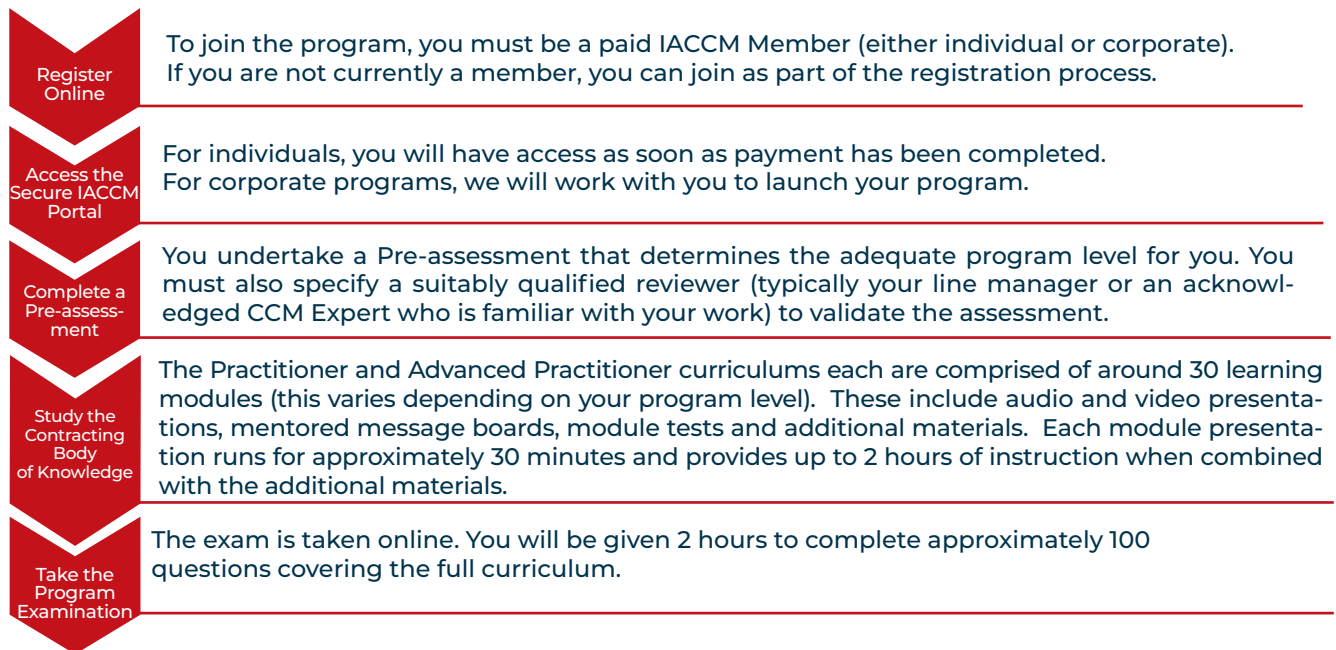
## How does the CCM Program work?

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.

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 Practitioner and Advanced Practitioner Certification



## CCM Expert Certification

Expert certification is based on demonstrated credentials and experience. Candidates are required to develop a Business Case on an issue of practice, policy or organization. Those with qualifying submissions will be invited to present their Business Case to an Expert Panel. The Expert Panel has final decision authority on the award of Expert status.

### Success

When you successfully complete the training, you will be awarded the status of CCM Practitioner, Advanced Practitioner or Expert. Your certificate will be made available in your member account 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 Pre-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.

## Practitioner 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 Practitioner Level (Advanced Practitioner & Expert) Learning Modules Overview

### Introductory

- Commercial Excellence

### Personal

- CCM Leadership and Becoming a Trusted Advisor
- Negotiating, Including Virtual Negotiations
- Customer Relationship Management (CRM)
- Supplier Relationship Management (SRM)
- Cross-Cultural Effectiveness in Trading Relationships
- Interactive Case Study: Negotiation

### Business Acumen

- Top Ten Pitfalls to Avoid in Contracting
- Communication Visualization and Design
- Managing and Mitigating 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 Anti-trust
- Relational and Outcome-based Contracting
- Governance and Standards
- Outsourcing Strategies and Tools
- International Trading
- Drafting Operational Terms
- Industries and Contract Types
- Agile Contracting and Managing Change
- Creating a Contract Management Plan
- Interactive Case Study: Complex Relationships
- Using Technology to Become More Effective

## Pricing: CCM Certification Program for Practitioner and Advanced 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

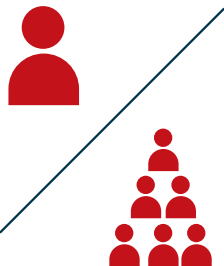
### \* NB

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 Practitioner and Advanced Practitioner Level.

## Pricing: CCM Certification Program for Expert



### Individual and Corporate Program investment

US\$ 800 / person

## 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, CASG (Defence) 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.

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