

Purchasing Management Association of Canada



2009

C.P.P. NATIONAL WRITTEN EXAMINATION
Last Exam for Principles-based Accreditation Program

PART I
Thursday, June 25,
2009

PART II
Friday, June 26,
2009

C.P.P.[®]
CERTIFIED
PROFESSIONAL
PURCHASER

Professionals in Supply Chain Management

Enhanced. Exceptional.

The C.P.P. National Written Examination is the final step in attaining the nationally recognized Certified Professional Purchaser (C.P.P.) designation and is usually only held once each year at locations across Canada.

The examination is held over a two-day period and tests the ability of candidates to apply the knowledge that is presented in the Principles courses and seminars, as well as the skills gained through a candidate's practical experience.

EXAMINATION DATES

Dates for the 2009 C.P.P. National Written Examination are:

Part I: Thursday, June 25, 2009
Time: 1:00 pm to 5:00 pm local time

Part II: Friday, June 26, 2009
Time: 9:00 am to 1:00 pm local time

A second sitting of the exam for rewrites and deferrals will be held November 4–5, 2009. However, please be advised that if you choose to defer writing until the November examination, this is the last offering of the exam for the Principles-based C.P.P. program.

EXAMINATION LOCATIONS

Writing locations for the C.P.P. National Examination are determined by the PMAC Provincial and Territorial Institutes and will be communicated to all eligible applicants following the application deadline.

ELIGIBILITY

In order to be eligible to write the examination candidates must:

- Be a member in good standing of a Provincial or Territorial Institute
- Have successfully completed the Principles-based accreditation program requirements:
 - * Ten (10) management courses
 - * Four (4) Principles courses
 - * Twelve (12) seminar credits
 - * Three to six (3–6) years of purchasing and supply chain management experience
 - * In-Residence Week (IRW)

Registration Deadline

You must register for the C.P.P. National Written Examination through your Provincial Institute no later than **April 10, 2009**.

Candidates from Newfoundland and Labrador, and the Northwest Territories *only* contact the PMAC National office to register for the exam.

Participants who plan to attend the 2009 In-Residence Week and write the 2009 C.P.P. National Examination must register for both, using the combined registration form.

See the Institutes listing in this brochure for the contact information for your Provincial Institute.

EXAMINATION FORMAT

The examination is written in two parts over two days:

PART I

Part I of the examination consists of three sections with a different format of questions in each section:

- Section A – True and false questions
- Section B – Multiple choice questions
- Section C – A selection of short-answer questions

PART II

Part II of the examination consists of a single case study.

REGISTRATION FEES

IRW fees include all session materials, accommodation and meals.

In-Residence Week and C.P.P. Examination

Fees paid on or before March 2, 2009 \$3,250.00 + GST
Fees paid after March 2, 2009 \$3,400.00 + GST

C.P.P. Examination only (for deferrals and rewrites)

Fees paid on or before March 2, 2009 \$500.00 + GST
Fees paid after March 2, 2009 \$650.00 + GST

*A cancellation fee of \$250 + GST will be applied to all cancellations made on or before **April 24, 2009**. No refunds will be given after this date.*

QUESTIONS

For all inquires, contact your Provincial Institute. Newfoundland and Labrador, and Northwest Territories applicants *only* are to contact the PMAC National office.



TO PASS THE EXAMINATION

Candidates must achieve a mark of 50 or greater on each part of the examination, and a combined average mark of 60 or greater for both parts of the examination. See examples below.

Example 1:

Part I mark: 56 + Part II mark: 70 = $126 \div 2$ = Combined average mark of 63 = pass
(Candidate achieved a mark above 50 on each part of the examination and averaged 63 = pass.)

Example 2:

Part I mark: 84 + Part II mark: 38 = $122 \div 2$ = Combined average mark of 61 = no pass
(Candidate achieved a mark of less than 50 on the second part of the examination = no pass.)

EXAMINATION RULES AND REGULATIONS

At the Examination

- Prior to the start of the examination, candidates will be required to present government-issued photo identification (*e.g. driver's licence or similar photo document*).
- Candidates will be provided with the examination question booklet and writing paper for answers. Only exam answers submitted on writing paper provided at the exam will be marked.
- Candidates are required to bring their own supply of pens, pencils, eraser, highlighter and a silent calculator (*which does not have a programmable memory or graphics function*).
- No other materials will be allowed in the examination room (*e.g. no personal papers, books, textbooks, magazines, computer equipment or communication devices*).
- Upon completion of the examination, place the question booklet, the answer papers and any unused paper into the examination envelope and return the envelope to the invigilator.
- Candidates with special needs due to a medical or physical condition should contact their Institute at least 30 days in advance of the examination to discuss their situation.
- The invigilation of the examination will follow normally accepted post-secondary procedures and decisions of the senior invigilator are final. Any announcements to be made will be made by the senior invigilator.

THIS IS THE LAST NATIONAL WRITTEN EXAMINATION FOR THE PRINCIPLES-BASED C.P.P. ACCREDITATION PROGRAM.

EXAMINATION MARKING

In order to ensure a fair and equitable evaluation, examinations are marked without knowledge of the candidate's identity or geographic location.

EXAMINATION RESULTS

Marks will be mailed to candidates no later than 75 days from the date of the examination.

APPEALS

1. Any person who fails the examination may request a formal review by completing and submitting an appeal application form, along with a payment in the amount of \$100, within 30 days of the examination result letters having been mailed.
2. A written response will be provided explaining the outcome of the review and providing any feedback deemed to be of value to the candidate.

EXAMINATION PREPARATION RESOURCES

Examination Preparation Manual

A free Examination Preparation Manual, containing the Principles courses learning outcomes, details about the examination format, strategies for writing the examination, a sample examination and study tips, is available through Provincial and Territorial Institutes, and at www.pmac.ca.

Sample Examination

Sample examinations, along with answer guides, are available at www.pmac.ca and may be available on Provincial and Territorial Institute web sites. Please note that these are sample examinations only and are intended to give candidates a chance to practice and time themselves in preparation for the examination.

Principle Courses Learning Outcomes

A listing of the learning outcomes for each of the Principles courses is available at www.pmac.ca and may be available on Provincial and Territorial web sites.

NEW! National Discussion Forums

New this year, Discussion Forums on the PMAC National Member Portal will allow registered candidates to communicate directly with one another in order to ask questions, share study tips or arrange your own study groups. As soon as your application for the In-Residence Week and C.P.P. National Written Examination is approved you will be able to log on to the Discussion Forums at www.pmac.ca. A member login ID and password are required.

Examination Preparation Workshops

Examination Preparation Workshops **may be available** through Provincial and Territorial Institutes. Please contact your Institute office for information.

Study Groups

Study groups may also be available through Provincial and Territorial Institutes. Please contact your Institute for information. Optional evening study groups will also be offered during the In-Residence Week.

STUDY MATERIALS

For those who wish to review the Principles courses, the textbooks on which the examination is based are listed below. These may be ordered directly from the publisher or through the Provincial and Territorial Institutes.

Principles of Buying

Purchasing & Supply Management, 13th Edition

Leenders, Fearon, Flynn, Johnson (2002)

ISBN: 928-0-07-287379-5

Publisher: McGraw-Hill Ryerson Ltd.

Phone: 905-430-5000

Cost: Approximately \$130.00

Principles of Transportation & Logistics

Strategic Logistics Management, 4th Edition

Lambert, Stock (2001)

ISBN: 0-256-13687-4

Publisher: McGraw-Hill Ryerson Ltd.

Phone: 905-430-5000

Cost: Approximately \$180.00

Principles of Inventory & Operations Control

Foundations of Operations Management, 2nd Edition

Ritzman, Krajewski, Klassen (2004)

ISBN: 013-205189-3

Publisher: Pearson Education Canada

Phone: 1-800-567-3800

Cost: Approximately \$100.00

Principles of Quality

Integrating Reengineering with Total Quality

Joseph N. Kelada (1996)

ISBN: 0-87389-339-5

Publisher: ASQ Quality Press

Phone: 1-800-248-1946

Cost: Approximately \$85.00

All Principles Courses

Learning With Cases, 3rd Edition

Mauffette-Leenders, Erskine, Leenders (2005)

ISBN: 0-7714-1969-4

Publisher: Ivey Publishing

Phone: 519-661-3208

Cost: Approximately \$19.00

Principles Course Notes

These are available through your Provincial and Territorial Institutes. Please contact your Institute office for pricing. Candidates in Newfoundland and Labrador, and the Northwest Territories *only* contact the PMAC National office.

PMAC INSTITUTE CONTACT INFORMATION

Alberta Institute of PMAC

Suite 612, Centre 104
5241 Calgary Trail NW
Edmonton AB T6H 5G8

Tel: 780-944-0355
Toll free: 1-866-610-4089
Fax: 780-944-0356
E-mail: info@aipmac.ab.ca

www.aipmac.ab.ca

British Columbia Institute of PMAC

200 - 435 Columbia Street
New Westminster, BC V3L 5N8

Tel: 604-540-4494
Toll free: 1-800-411-7622
Fax: 604-540-4023
E-mail: office@bci-pmac.bc.ca

www.bcipmac.ca

Manitoba Institute of PMAC

Suite 200 - 5 Donald Street
Winnipeg, MB R3L 2T4

Tel: 204-231-0965
Toll free: 1-877-231-0965
Fax: 204-233-1250
E-mail: mbpmac@mts.net

www.mb.pmac.ca

New Brunswick Purchasing Management Institute

P.O. Box 8977
Shediac, NB E4P 8W5

Tel: 506-533-9418
Fax: 506-532-3630

www.pmacnb.com

Newfoundland & Labrador Institute of PMAC

c/o PMAC National office
777 Bay Street
Suite 2701, P.O. Box 112
Toronto, ON M5G 2C8

Toll free: 1-888-799-0877
Fax: 416-977-8886
E-mail: info@pmac.ca

www.pmacnl.org

Northwest Territories Institute of PMAC

c/o PMAC National office
777 Bay Street
Suite 2701, P.O. Box 112
Toronto, ON M5G 2C8

Toll free: 1-888-799-0877
Fax: 416-977-8886
E-mail: info@pmac.ca

www.theedge.ca/pmacnwt

Nova Scotia Institute of PMAC

P.O. Box 21 CRO
Halifax, NS B3J 2L4

Tel: 902-425-4029
Fax: 902-431-7220
E-mail: info@nsipmac.com

www.nsipmac.com

Ontario Institute of PMAC

1 Dundas Street West
P.O. Box 64, Suite 2704
Toronto, Ontario M5G 1Z3

Tel: 416-977-7566
Toll free: 1-877-726-6968
Fax: 416-977-4135
E-mail: info@ontarioinstitute.com

www.ontarioinstitute.com

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Saint-Jean-sur-Richelieu, Quebec J3A 1J2

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Toll free: 1-800-977-1877
Fax: 450-357-0044
E-mail: info@caq.qc.ca

www.caq.qc.ca

Saskatchewan Institute of PMAC

211A - 3521 8th Street East
Saskatoon, SK S7H 0W5

Tel: 306-653-8899
Fax: 306-653-8870
Toll Free: 1-866-665-6167
E-mail: sipmac@sasktel.net

www.si.pmac.ca

PMAC PROVINCIAL AND TERRITORIAL INSTITUTES

Alberta

British Columbia

Manitoba

New Brunswick

Newfoundland & Labrador

Northwest Territories

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