

1. TITLE OF THE CERTIFICATE (ES)

**Certificado de Profesionalidad de nivel 3 en
COML0210 GESTIÓN Y CONTROL DEL APROVISIONAMIENTO**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Professional Certificate Level 3 in
COML0210 SUPPLY MANAGEMENT AND CONTROL
(This translation has no legal status)**

3. PROFILE OF SKILLS AND COMPETENCES

The holder of this certificate will have acquired the **general competence** to prepare and control the supply materials and/or goods plans, in production and distribution systems, in quantity, quality, place and time, and scheduling the supplies, controlling production/distribution flows and collaborating on the optimisation and quality of the logistical supply chain, using English if necessary. This general competence is divided into the following **skills units** (UC):

- Collaborate on the preparation of the supply material/goods plan (UC1003_3).
- Monitor and supervise the supply programme (UC1004_3).
- Collaborate on optimising the logistical chain using criteria established by the organisation (UC1005_3).
- Communicate in English at an independent user level in international logistics and transport relations and operations (UC1006_2).

The professional skills are acquired through the **learning outcomes** defined within the related Training Modules (MF):

- Supply planning (MF1003_3).
- Management of suppliers (MF1004_3).
- Supply chain optimisation (MF1005_3).
- Professional English for international logistics and transport (MF1006_2).
- Practical training at the workplace in Supply management and control (MP0333)

(See legal basis for all learning outcomes information acquired by the holder of this Certificate in each MF).

As a reference the learning outcomes include in the Practical training at the workplace that complete and reinforce the learning outcomes acquired in the other training modules, are:

- Collaborate on the organisation of the supply plan and production/distribution projects for the company, controlling compliance with the activity diagram/graph, times and location of each hub and its critical path, using MRP and DRP software systems.
- Request information from suppliers related to materials or products for supply, using the most appropriate communication systems or techniques.
- Monitor and control the management of suppliers and orders, ensuring reception of the order on time and in the way requested at the agreed point.
- Control stock, applying effective techniques and means to detect errors and shrinkage.
- Prepare documentation related to the internal and external record and control of the company's supplies, using electronic information transmission systems.
- Take part in the company's working processes, following the rules and instructions established at the workplace.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE

The holder of this certificate may work in companies of any sector, collaborating on supply chain activities, optimising resources, costs and delivery times within the production, purchasing and/or logistics department. The most pertinent occupations and positions are:

- Purchasing agent.
- Logistic manager.
- Supply specialist.
- Supply chain manager.
- Supply logistics specialist.

5. OFFICIAL BASIS OF THE CERTIFICATE
<p style="text-align: center;">Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>The Ministry of Employment and Social Security or the corresponding autonomous regional administration within the scope of its competence, in the name of the King. The certificate is valid throughout Spain.</p>
<p style="text-align: center;">Level of the certificate</p> <p>The Professional Certificate Level 3 of the National Repertoire of Professional Certificates corresponds to level 4 of the International Standard Classification of Education (ISCED-P 2011).</p> <p>The European Qualification Framework (EQF) level:</p>
<p style="text-align: center;">Grading scale/Pass requirements</p> <p>The grading scale and pass level of the training modules are expressed on a scale of 0 to 10. The minimum score for a pass is 5 in every training module including a pass in the practical training at the workplace module.</p> <p>The grading system is as follows:</p> <ul style="list-style-type: none"> - FAIL: 0 to 4.9 - PASS-SATISFACTORY: 5 to 6.9 - PASS-GOOD: 7 to 8.9 - PASS-EXCELLENT: 9 to 10
<p style="text-align: center;">Access to next level of education/training</p> <p>This Professional Certificate Level 3 gives access to Professional Certificate Level 3 within the same professional area and family.</p> <p>For validation purposes, the educational authorities will recognise the professional module or modules of the VET diplomas corresponding to the skills units included in the training modules of this certificate.</p>
<p style="text-align: center;">Legal basis</p> <p>Royal Decree 1522/2011 of 31 October, establishing five professional certificates in the professional family Trade and Marketing, which are included in the National Repertoire of Professional Certificates, and updating the professional certificate established as Appendix I of Royal Decree 1377/2008 of 1 August. (Appendix II, Code COML0210)</p>

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE		
<p>This certificate may be acquired by:</p> <ol style="list-style-type: none"> 1. Training: Completion with a pass grade of the face-to-face or online training programme. 2. Recognition of the professional skills acquired through professional experience or non-formal training (prior learning): Completion of a process of skills evaluation and accreditation in all the skills units making up the professional certificate. 3. Dual training: Completion of a training and apprenticeship contract, which may range from 1 year (or 6 months, if stipulated as such in the collective agreement) to 3 years, during which effective working time is combined with time dedicated to training under the training programme for the professional certificate. <p>The training method (number 1 above) requires successful completion of the training modules and the practical training at the workplace:</p>		
Description of vocational training received	Percentage of total programme (%)	Duration (hours)
Training modules	82	370
Practical training at the workplace	18	80
Total duration of training leading to the certificate		450

Entry/access requirements:

- *Bachiller* Diploma (upper secondary education); or
- Professional Certificate Level 2 in the same professional area.
- If neither of the above or higher certifications are held, a pass in the key skills tests.

Additional information: Professional certificates are instruments for official accreditation of the professional qualifications in the National Catalogue of Professional Qualifications for all economic activities, within the scope of the labour administration. The National Repertoire of Professional Certificates is divided into three qualification levels (Level 1, Level 2 and Level 3), and by sectors into 26 professional families and 102 professional areas. More information is available at: www.sepe.es

National Europass Centre: www.oapee.es

(*) **Explanatory note:** This document is designed to provide additional information about the specified certificate, but has no legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates; and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://europass.cedefop.eu.int>

Information on Professional Certificates of the Map of Qualifications and Vocational Training in Spain

