

National
Association of
Purchasing
Management

New York

Professional Development Catalog

September 2008 - June 2009

Public Seminars

On - Site Seminars

Satellite Seminars

Certification Programs

Annual Symposium

Annual Conference

ABOUT NAPM-NEW YORK

Founded in 1913, the National Association of Purchasing Management-New York, Inc. is an educational institution working exclusively for the benefit of purchasing and supply management professionals.

When you join NAPM-New York as a regular member, you automatically become a member of the Institute for Supply Management (ISM, formerly known as NAPM) and receive *Inside Supply Management* magazine and access to the Members Only portion of the ISM website. Membership in ISM opens lines of communication to over 40,000 other procurement professionals in business, industry and government.

The primary objective of NAPM-New York is the professional development of its members in essential attitudes, skills and knowledge in purchasing and supply management. Continuing the tradition established in October 1917, when we offered our first purchasing seminar, NAPM-New York offers public and on-site educational programs tailored to your position level. As you will find in this Catalog, NAPM-New York offers programs designed to teach core competencies ranging from Fundamentals of Purchasing Management, Negotiations and Cost-Price Analysis to seminars in formerly non-traditional areas, such as Facilities Management, Human Capital Services Procurement Strategies and Buying Travel Related Services. This year, we have scheduled a seminar in Print Buying Essentials. We offer C.P.M. and CPSM Review seminars to assist you in preparing for and satisfying the requirements for the coveted Certified Purchasing Manager (C.P.M.) and Certified Professional in Supply Management (CPSM) designations.

Additionally, NAPM-New York holds an Annual Supply Management Symposium and an Annual Conference covering leading edge topics and strategic issues.

Also offered are dinner meetings featuring two purchasing presentations, Sourcing Group meetings in major commodity and services areas and committee meetings on Green and Supplier Diversity initiatives.

Take advantage of NAPM-New York's valuable educational opportunities to enhance your knowledge, skills and contribution to your organization.

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NAPM-New York is not responsible for statements or opinions expressed by speakers at its public and on-site programs. The views expressed are solely those of the speakers and not necessarily endorsed by NAPM-New York.

STATEMENT OF ANTITRUST POLICY

It is the express policy and intention of ISM and NAPM-New York to comply at all times with all existing and future laws, and in furtherance of this policy, no activity or program will be sponsored or conducted by or within ISM or NAPM-New York which in any manner whatsoever will represent or be deemed a violation of any existing or future law, including the antitrust laws. The following will be consciously avoided at all ISM and NAPM-New York meetings: (a) Pricing procedures and discounts offered by particular suppliers, (b) Standardizing or stabilizing prices, (c) Credit terms offered by particular suppliers, (d) Standard terms and conditions of sales, and (e) Boycotts of suppliers due to pricing or marketing practices.

PRESIDENT'S MESSAGE



I am pleased to say that your Association has developed an excellent program of seminars and training sessions for the coming year. This Professional Development Catalog is designed to bring you the type of courses that will empower you to be even more effective in an increasingly competitive business and economic environment. There are seminars for professionals at all levels of responsibility that will both introduce new areas of learning and enhance existing levels of competency, including a new seminar, "Print Buying Essentials," as well as review seminars for the new Certified Professional in Supply Management (CPSM) examinations.

Fortunately, management in all sectors is becoming more appreciative of the value that we as purchasing and supply management professionals bring to the workplace, a value that is clearly more critical in these challenging times. Let NAPM-New York help enhance your worth.

Our Special Educational Events - the NAPM-New York Supply Management Symposium in November and the NAPM-New York Annual Conference in March, as well as our monthly dinner meeting and pre-dinner forum presentations, will surpass the high level of quality programs that we have delivered in the past.

All of NAPM-New York's programs are available for on-site presentation and can be customized to meet the specific requirements of your organization.

Your participation not only makes a difference in terms of your career, but it is also a contribution to the profession that empowers us all. See you in September and at the events.

Joe Rosenthal

NAPM-NY 2008-2009 OFFICERS, DIRECTORS and COMMITTEE CHAIRS

BOARD OF DIRECTORS

President	Joseph H. Rosenthal.	wsspjoseph@aol.com	(917)449-2777
First Vice President	Joseph Robertson, C.P.M.	joseph.robertson@morganstanley.com	(212)537-1116
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Executive Director	Peter Oppenheimer, C.P.M.	poppenheimer@napm-ny.org	(516)466-9822
<u>Sourcing Group Directors:</u>			
Facilities Management	Laura Grana, C.P.M.	laura.grana@morganstanley.com	(212)537-2093
Manufacturing Materials	James Martin	martin@newscorp.com	(212)852-7167
Marketing, Travel & H.R.	William Hatzichristos	billh@nymets.com	(718)803-4099
Professional & Outsourcing Svces.	Vacant		
Technology & Telecommunications	Kenneth Going	kenneth.going@barclayscapital.com	(201)499-0300

COMMITTEE CHAIRS

Professional Development	Peter Oppenheimer, C.P.M.	poppenheimer@napm-ny.org	(516)466-9822
Business Survey Chair	Jonathan Basile	jonathan.basile@credit-suisse.com	(212)538-1436
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Bylaws	Martin Carrara, J.D., C.P.M.	martin.j.carrara@pfizer.com	(908)901-8111
Supplier Diversity Co-Chairs	Carl Hessick	hessick@pbworld.com	(212)465-5498
	William Drewes, J.D.	poiboync@earthlink.net	(212)228-0402
Green Committee Chair	Debbie Jaslow Shatz, CFM	dshatz@bloomberg.net	(212)617-3898



NAPM-New York, Inc.

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Executive Director: Peter Oppenheimer, C.P.M.

**NAPM-New York is an affiliate of the
Institute for Supply Management**



ISM Headquarters

P.O. Box 22160

Tempe, AZ 85285-2160

Tel. (800)888-6276 Fax (480)752-7890

www.ism.ws

Center for Advanced Purchasing Studies (CAPS)

Tel. (480)752-2277

www.capsresearch.org

Learn and earn C.P.M. and A.P.P. credit hours by attending seminars, forums and dinner programs

2008 - 2009 CALENDAR OF EVENTS

DATE

PROGRAMS, SEMINARS AND FACULTY

2008

September 23

October 6
October 16
October 20

October 21

October 23
November 7

November 14

November 17

November 18

December 11
December 15

NAPM - New York Dinner Meeting

C.P.M. Review - Module One
Satellite Sem.- Applying Lean Concepts in Supply Mgmt.
C.P.M. Review - Module Two

NAPM - New York Dinner Meeting

Project Management Skills for Sourcing Professionals
Contract Law - Legal Aspects of Purchasing

16th Annual NAPM-NY Supply Management Symposium

C.P.M. Review - Module Three

NAPM - New York Dinner Meeting

Inventory Management in the Supply Chain
C.P.M. Review - Module Four

New York Hilton Hotel

Alan Greenberg, C.P.M.
Televised Panel Discussion
Sal Vitale, C.P.M.

New York Hilton Hotel

William Hooker, C.P.M.
Martin Carrara, J.D., C.P.M.

Five Speakers - New York Hilton

Jim Kelly, C.P.M.

New York Hilton Hotel

Norm Heilweil, CPIM
Sal Vitale, C.P.M.

2009

January 20

January 22
January 29

February 5

February 9 & 10

February 10

March 3-5

March 12

March 19

March 23

March 31

April 2

April 20

April 23

April 23

April 28

April 30

May 3-6

May 18

May 19

May 21

June 10

June 15 & 16

NAPM - New York Dinner Meeting

Print Buying Essentials
Cost-Price Analysis and Total Cost Concepts
Human Capital Services Procurement Strategies
CPSM Bridge Exam Review

NAPM - New York Dinner Meeting

Fundamentals of Purchasing Management
Purchasing of Services
Purchasing Negotiations
CPSM Exam One Review

26th Annual NAPM - New York Conference

Buying Travel Related Services - Strategies for Savings
CPSM Exam Two Review
Supplier Diversity - A Purchasing Perspective
Satellite Sem.- Preparing to Negotiate On-Shore and Offshore

NAPM - New York Dinner Meeting

Legal Aspects of Technology & Software Acquisitions
94th ISM International Purchasing Conference
CPSM Exam Three Review

NAPM - New York Dinner Meeting

Facilities Management & Construction Services Sourcing
Supplier Relations, Ethics and Social Responsibility
CPSM Bridge Exam Review

New York Hilton Hotel

Don Carli
William Heaton
Bob Cope
Carla Lallatin, C.P.M., CPPO

New York Hilton Hotel

Abate Kassa, C.P.M.
Carla Lallatin, C.P.M., CPPO
Rosary Immordino, C.P.M.
Sal Vitale, C.P.M.

Five Speakers - New York Hilton

Howard Z. Brooks
J. Seidman, C.P.M.
I. J. Jenkins Hines, J.D. and Keith Hines
Televised Panel Discussion

New York Hilton Hotel

Martin Carrara, J.D., C.P.M.
Charlotte, NC
Sal Vitale, C.P.M.

New York Hilton Hotel

Brian Kreiger
Carla Lallatin, C.P.M., CPPO
Carla Lallatin, C.P.M., CPPO

**SEMINAR
TRAINING
CENTER:**

NAPM-New York seminars are held at the Pfizer Corporate Training Center, 150 East 42nd Street, between Lexington and Third Avenues, from 9:00 A.M. to 5:00 P.M. Dinner Meetings, the Symposium and the Conference are at the New York Hilton, 1335 Avenue of the Americas at 53rd Street.

**SATELLITE
SEMINARS**

Institute for Supply Management (ISM) Satellite Seminars are shown at the City of New York Citywide Training Center, 2 Washington Street, Room 1980, New York City.

**ON-SITE
SEMINARS**

NAPM-New York's public seminars are also available for on-site presentation. These and other seminars can be custom designed for your company's training requirements. To discuss on-site seminars, please contact Peter Oppenheimer at (516) 466-9822.

To register call (516) 466-9822 or use the form on the reverse.

16th Annual NAPM - New York Supply Management Symposium

November 14, 2008, New York Hilton Hotel, 8:30 A.M. - 4:00 P.M.

Hear Leading Speakers Discuss Timely Purchasing Topics

- ◆ **Measuring Purchasing and Supply Management Performance**
By Roberta J. Jennings Director of Executive Programs and Publications
Center for Advanced Purchasing Studies (CAPS Research)
- ◆ **The Eco Advantage - Leading Edge Strategies for Greening Your Supply Chain**
By Mark Buckley, Vice President of Environmental Affairs, Staples, Inc.
- ◆ **Best Practices in Structuring Relationships with Financial Services Authorized Services Providers**
By Thomas Kelly, Senior Vice President and Chief Procurement Officer
Wachovia
- ◆ **Critical Aspects in Developing Supplier Evaluation Scorecards & Key Performance Indicators**
By Sherry Gordon, President, Value Chain Group
- ◆ **Effective Use of Time and Money When the Stakes Can't Get Any Higher**
By U.S. Army Major (Retired) William E. Walker II

≈ The Symposium will Feature a Speaker Panel Discussion ≈

PCAT

REGISTRATION INFORMATION

TO REGISTER: Registration must be in advance, and may be made up to the time of the Symposium, subject to confirmation.

REGISTRATION FEE: Full fee payable in advance and includes all sessions and lunch. Make checks payable to NAPM-New York.

	Member	Non-Member	TEAM RATES - 3+ Members and/or Non-Members from the same organization
EARLY BIRD - Postmarked Before Oct. 17, 2008	\$495	\$595	\$475/person
Postmarked After Oct. 17, 2008	\$565	\$675	\$515/person

NON-MEMBERS of NAPM-New York but members of other ISM affiliates or APICS are welcome to attend NAPM-New York educational programs at member rates.

CONFIRMATION: Confirmations will be e-mailed to registrants approximately one week prior to the Symposium.

CANCELLATIONS & REFUNDS: Confirmed registrations may be cancelled and tuition refunded, less a \$100 administrative fee, if cancellations are received no later than seven days prior to the date of the Symposium. Registrants who have been confirmed (and not cancelled on time) but are unable to attend this meeting are liable for the entire fee. Substitutions may be made at any time.

HOTEL ACCOMMODATIONS: NAPM-New York does not arrange hotel accommodations. Registrants who wish to stay at the conference site may reach the Hilton at (212) 586-7000.

REGISTRATION FORM

Peter Oppenheimer, C.P.M.
NAPM-New York, Inc
69 Susquehanna Avenue
Great Neck, NY 11021-3819

Please photocopy this form for additional registrations
For faster registration:
Fax (516) 466-4141 or phone (516) 466-9822
E-mail: poppenheimer@napm-ny.org

Please register me for the 16th Annual Symposium to be held at the New York Hilton on Friday, November 14, 2008.

Name (Please print) _____ Position _____

Company _____ Phone () _____

Address _____ Fax () _____

City _____ State _____ Zip _____ E-Mail (Print) _____

___Member ___Non-member ___Send membership information NAPM-NY Fed ID# 13-5329820

METHOD OF PAYMENT: P.O.# _____ Personal/Company check is enclosed \$ _____

___ VISA ___ MasterCard Card # _____ Expiration Date _____

___ AMEX Amount to be charged: \$ _____ Cardholder's Signature _____

Twenty-Sixth Annual NAPM-New York Conference

March 31, 2009, New York Hilton Hotel, 9:00 A.M. - 4:30 P.M.

**Hear Six Leading Speakers Discuss Timely Purchasing Topics
Plus Special Educational Exhibits and a Mayoral Proclamation Declaring
March 2009 Supply Management Month in New York City**

- ◆ **External Supply Collaboration and Value at Procter & Gamble**
By Uldis K. Sipols, Vice President, Purchases External Supply, **Procter & Gamble**
Procter & Gamble- Winner of *Purchasing* magazine's Medal of Professional Excellence for 2008
- ◆ **Idealized Design: Innovative Business Process Development in Supply Management**
By Jason Magidson, Director of Innovation Processes, **GlaxoSmithKline**
- ◆ **Achieving the Next Level of Strategic Supply Management in Challenging Times**
By Kevin Giblin, Director, Global Procurement, **The McGraw-Hill Companies**
- ◆ **Green Sourcing in a Down Economy**
By Wayne Evans, Senior Vice President, Procurement, **DHL**
James V. Kelly, C.P.M., Chief Executive Officer and Managing Principal, **JVKellyGroup, Inc.**
- ◆ **Are Your Suppliers Putting You At Risk?**
By Thomas A. Cook, Chief Executive Officer, **American River International**

≈ The Conference will Feature a Speaker Panel Discussion ≈

CEJ

REGISTRATION INFORMATION

TO REGISTER: Registration must be in advance, and may be made up to the time of the Conference, subject to confirmation.

REGISTRATION FEE: Full fee payable in advance and includes all sessions and lunch. Make checks payable to NAPM-New York.

	Member	Non-Member	TEAM RATES - 3+ Members and/or Non-Members from the same organization
EARLY BIRD - Postmarked Before March 6, 2009	\$495	\$595	\$475/person
Postmarked After March 6, 2009	\$565	\$675	\$515/person

NON-MEMBERS of NAPM-New York but members of other ISM affiliates or APICS are welcome to attend NAPM-New York educational programs at member rates.

CONFIRMATION: Confirmations will be e-mailed to registrants approximately one week prior to the Conference.

CANCELLATIONS & REFUNDS: Confirmed registrations may be cancelled and tuition refunded, less a \$100 administrative fee, if cancellations are received no later than seven days prior to the date of the Conference. Registrants who have been confirmed (and not cancelled on time) but are unable to attend this meeting are liable for the entire fee. Substitutions may be made at any time.

HOTEL ACCOMMODATIONS: NAPM-New York does not arrange hotel accommodations. Registrants who wish to stay at the Conference site may reach the Hilton at (212) 586-7000.

REGISTRATION FORM

Peter Oppenheimer, C.P.M.
NAPM-New York, Inc
69 Susquehanna Avenue
Great Neck, NY 11021-3819

Please photocopy this form for additional registrations
For faster registration:
Fax (516) 466-4141 or phone (516) 466-9822
E-mail: poppenheimer@napm-ny.org

Please register me for the 26th Annual Conference to be held at the New York Hilton on Tuesday, March 31, 2009.

Name (Please print) _____ Position _____

Company _____ Phone () _____

Address _____ Fax () _____

City _____ State _____ Zip _____ E-Mail (Print) _____

___Member ___Non-member ___Send membership information NAPM-NY Fed ID# 13-5329820

METHOD OF PAYMENT: P.O.# _____ Personal/Company check is enclosed \$ _____

___ VISA ___ MasterCard Card # _____ Expiration Date _____

___ AMEX Amount to be charged: \$ _____ Cardholder's Signature _____

On - Site Seminars

Make a Commitment to Excellence: Professionalize your Purchasing Team

In designing corporate training programs, we customize courses that focus on the unique business needs of *your* organization.

Benefits of On-Site Training

- ◆ Cost effective
 - Save training and travel costs and time away from the office.
- ◆ Flexible
 - Courses can be combined and modified to meet your requirements.
 - Schedule seminars when it's best for you and your staff.
 - Include training with your staff meetings.
- ◆ Impact
 - Provides uniform training
 - Strengthens your team's skills
 - Promotes interaction among departments
 - Incorporates your objectives
 - Increases morale
- ◆ Professional
 - Taught by experienced and accomplished practitioners.
 - Content continually reviewed and kept current.
 - Full-range of purchasing and supply management subjects.
 - Encourages participation, reviews of case studies and role-playing.
 - Participants earn official ISM course completion certificates of attendance that can be applied toward C.P.M., A.P.P. and CPSM re-certification.

Purchasing Certification Programs (C.P.M. and CPSM)

Help your staff become certified in their profession. A knowledgeable purchasing team is a powerful and successful team that makes a difference in bottom line performance. Make a commitment to excellence and provide your associates with a competitive edge by encouraging them to pursue the Certified Purchasing Manager (C.P.M.) or the Certified Professional in Supply Management (CPSM) designation.

- ◆ On-Site C.P.M. or CPSM Review Seminars provide educational training and tools.
- ◆ NAPM-New York guides your associates through the examination and certification process.
- ◆ Fosters team spirit and goal orientation.
- ◆ Increases the prestige and recognition of your purchasing department.

To discuss On-Site Seminars contact Peter Oppenheimer, C.P.M., Executive Director, NAPM-New York
(516) 466-9822 or e-mail: poppenheimer@napm-ny.org

C.P.M. and CPSM REVIEW SEMINARS

One way to demonstrate proficiency in your career is to obtain a professional designation in your field. In Purchasing and Supply Management you can do this by becoming a Certified Purchasing Manager (C.P.M.) or Certified Professional in Supply Management (CPSM). NAPM - New York can help you through the exam process if you attend our C.P.M. or CPSM Review Seminars given by highly qualified and trained instructors. The time has come for you to begin the certification process.

C.P.M. Review

You will review material, learn test-taking tips, take sample tests and receive all the forms you need to register for the exams and apply for the C.P.M. Exams are computer based and appointments can be made according to your schedule. Classes or exams do not have to be taken in order. See box below for important deadlines.

Module One Review - Purchasing Process	October 6, 2008	Instructor: Alan Greenberg, C.P.M.
Module Two Review - Supply Environment	October 20, 2008	Instructor: Sal Vitale, C.P.M.
Module Three Review - Value Enhancement Strategies	November 17, 2008	Instructor: James Kelly, C.P.M.
Module Four Review - Management	December 15, 2008	Instructor: Sal Vitale, C.P.M.

Requirements for Certified Purchasing Manager (C.P.M.)

Applicants for C.P.M. certification must pass all four modules of the exam.

In addition, the applicant must have either:

- five years of full-time professional purchasing or supply management experience, or
- a four-year degree from an accredited institution and three years of full-time professional purchasing or supply management experience.

ISM recently introduced a new qualification, Certified Professional in Supply Management (CPSM). However, the C.P.M. is currently, and will remain, a valuable and recognized designation within the purchasing profession. C.P.M. recertification will continue to be available after 2008. Registrations for C.P.M. exams will be accepted until December 31, 2008 and exams can be taken until December 31, 2009. Applications for an original or original lifetime C.P.M. will be accepted until December 31, 2013. There will be a single "CPSM Bridge Exam" available for those who are C.P.M., have a bachelor's degree and wish to become CPSM. Although a bachelor's degree is not required for C.P.M., it will be required for the new designation.

CPSM Review

In recognition of the evolution of the purchasing/supply management profession, ISM has introduced the Certified Professional in Supply Management (CPSM) qualification. The CPSM will reflect the expanded education, skills and experience needed to be a successful supply management professional.

NAPM - New York can help you through the exam process if you attend CPSM Review Seminars taught by our highly qualified and trained instructors. Classes covering each of the three exams plus the bridge exam are being offered. Participants in these seminars will gain an understanding of the CPSM program and of the breadth of content covered in the exams. Each class includes an overview of exam content, question format and types, exam characteristics, scoring of exams and test-taking tips. The majority of each class is activity-based, focusing on exam content on which candidates may expect the most questions. Through case studies, questions and group discussions, CPSM candidates will have the opportunity to solidify their learning and to identify areas for further study. Exams are computer based and appointments can be made according to your schedule. Classes or exams do not have to be taken in order.

Exam 1 Review - Foundation of Supply Management	March 23, 2009	Instructor: Sal Vitale, C.P.M.
Exam 2 Review - Supply Management Performance	April 20, 2009	Instructor: Judah Seidman, C.P.M.
Exam 3 Review - Leadership in Supply Management	May 18, 2009	Instructor: Sal Vitale, C.P.M.
Bridge Exam Review* - (2 days; offered twice) Feb. 9-10 & June 15-16, 2009 Instructor: Carla Lallatin, C.P.M., CPPO		

* Holders of a valid C.P.M. meeting the requirements for the CPSM may elect to take a Bridge Exam rather than the three exams.

Requirements for Certified Professional in Supply Management (CPSM)

- 3 years of full-time, professional purchasing or supply management experience
- A bachelor's degree from a regionally accredited college or university
- Passing grades on the three exams **OR** if you are a C.P.M. in good standing, a passing grade on the Bridge Exam

Registration forms and additional information for examinations are available from ISM headquarters:
Telephone (800) 888-6276 Ext. 3001 or www.ism.ws/certification/

All public seminars are also available for on-site presentations.

Contract Law - Legal Aspects of Purchasing

By Martin J. Carrara, J.D., C.P.M.

November 7, 2008

- A. Overview of Laws Governing Purchasing & Supply**
 - Common Law & establishment of precedents
 - Enactments of statutes by legislatures
 - The Uniform Commercial Code (UCC)
 - International Laws
 - Electronic commerce laws
- B. Role of Attorneys and Effective Use of Legal Counsel**
- C. The Law of Agency**
 - Authority, liabilities and duties of an agent
 - Agency law as basis for purchasing ethical standards
- D. Antitrust Laws**
 - Robinson-Patman Act and other antitrust laws
 - Antitrust aspects of electronic commerce
- E. Contract Law and Contract Formation**
 - What is a contract?; Essential elements; Battle of forms
 - Statute of Frauds; When is a written contract required?
 - Voidable and unenforceable contracts
- F. Warranties - Express and implied warranties for goods, services & computer information**
- G. Intellectual Property Rights**
 - Patents, trademarks, copyrights and trade secrets
 - Ownership of works made for hire
- H. Contract Terms**
 - Missing terms and UCC gap fillers
 - Delivery terms: UCC Mercantile Terms; INCO Terms
- I. Contract Performance**
 - Rights and obligations of purchaser and seller
 - Acceptance and revocation of acceptance
- J. Breach of Contract**
 - Material vs. Immaterial Breach
 - Anticipatory breach; Repudiation
- K. Remedies for Breach of Contract**
- L. Allocating Risk**
 - Indemnification; Limitations on liability
- M. Dispute Resolution**
 - Negotiation; Mediation; Arbitration; Litigation
- N. Developments in Laws Governing Purchasing**
 - Electronic contracting; Revisions to UCC Article 2

Cost-Price Analysis & Total Cost Concepts

By William L. Heaton, Jr.

January 29, 2009

- A. What Is Cost Analysis?**
- B. Principles of Cost Analysis**
- C. Cost Analysis Candidates**
- D. Cost vs. Price Analysis**
- E. Basic Cost Concepts**
- F. Elements of Cost**
- G. Cost Analysis Tools**
- H. Cost Analysis Worksheet**
- I. Cost Analysis in the Services Sector**
- J. Total Cost of Ownership**
- K. Identifying Cost Drivers**
- L. Analyzing Price Increase Proposals**
- M. Cost Analysis In Reverse Technique**
- N. Price Adjustment Formulas**
- O. Currency Exchange Rate Fluctuation Formulas**

Facilities Management & Construction Services

By Brian T. Kreiger

May 21, 2009

- A. Sourcing Process and Tools**
 - RFPs; Vendor Selection; Due Diligence
 - eSourcing & Auctions; Evaluation and Leveling
 - Contracts; Sarbanes-Oxley
- B. Facilities Management**
 - Operational Services - Mechanical; Electrical; Plumbing; Carpentry; Elevator Maintenance; Relocations; Movers; I.T. Moves, Additions and Changes
 - Cleaning and Disposal - Janitorial; Waste Removal and Recycling; Carpeting and Floors
 - Food Services - Cafeteria; Pantry; Vending
 - Security - Guards; Equipment
 - Landscaping; Roadways & Walkways; Exterminating
- C. Construction**
 - Leadership in Energy and Environmental Design and Environmental Sustainability
 - Professional Services - Project Management; Architectural; Engineering (Mechanical; Electrical; Plumbing; Telecommunications; Building Equip. Testing)
 - Construction Management & General Construction Strategy; Pricing Plans; Contracts; Subcontracting
 - On-Call/Framework Contracts
 - Pre-Purchased Infrastructure Equipment
 - Direct vs. thru Construction Manager - Generators, Uninterrupted Power Supply; Computer Room A/C; Power Distribution Units; Chilling Towers; Chillers

All public seminars are also available for on-site presentations.

Fundamentals of Purchasing Management

By Abate O. Kassa, C.P.M.

March 3 - 5, 2009

A. THE POWER OF PURCHASING

- Contributions of Purchasing
- Purchasing's New Muscle
- Purchasing as a Profit Center

B. THE ROLE OF PURCHASING

- Objectives of Purchasing
 - Top Management Perspective
 - Operating or Functional Perspective
- Organization and Responsibilities
 - Centralization vs. Decentralization
 - Cross-Functional Sourcing Teams
 - Scope of Responsibilities
- New Trends in Purchasing

C. THE PROCUREMENT PROCESS

- Policy and Procedure Manual
- Purchasing Ethics
- Key Steps in the Procurement Process
- Types of Purchase Requisitions
- Types of Solicitations

D. METHODS OF PROCUREMENT

- Competitive Bidding
- Contract Negotiation
- Value Analysis
- Blanket Ordering; Systems Contracting
- Consignment Buying; Joint Purchasing
- E-Procurement
- Procurement Card
- Outsourcing
- Counter trade

E. SUPPLIER MANAGEMENT

- Structure of the Supply Market
- The Ideal Supplier; The Role of Suppliers
- Sourcing Strategies; Selecting Suppliers
- Stages of Supplier Development
- Managing the Supplier Base
- Evaluating Supplier Performance

F. CONTRACT NEGOTIATION

- Objectives of Negotiation
- The Negotiation Triad; Modes of Negotiation
- Stages of Negotiation
- Preparing for Negotiation
- Cost-Price Analysis; Competitive Intelligence
- Strategies and Tactics; Leverage and Power
- Concessions and Persuasion
- Questions and Active Listening
- Team Negotiation
- Ethics In Negotiation; Global Negotiation
- Alternative Dispute Resolution

G. CONTRACT LAW

- Purchasing Ethics and SOX
- Convention on the Int'l. Sale of Goods
- Uniform Commercial Code - USA
- Sources and Types of Law
- The Law of Agency
- The Law of Contracts
- Requirements of a Valid Contract
- Types of Contracts
- Types of Warranties
- Alternative Dispute Resolution
- Trade Terms - INCO Terms 2000

H. VALUE ANALYSIS

- Value-Added Management
- Product and Process Value
- Supply Value Chain
- Goals and Genesis of Value Analysis
- Kinds of Economic Value
- How To Analyze Value
- Types of Value analysis
- Case Study Demonstrations
- Mastering Change
- Organizational Strategies
- Improvement Opportunities & Tools

I. PURCHASING OF SERVICES

- Goods vs. Services
- Service Suppliers
- The Service Contract
 - Master Agreement
 - Statement of Work
- Contract Administration

J. INVENTORY MANAGEMENT

- Inventory Objectives and Functions
- Determining When and Quantity to Order
- ABC Analysis
- Cycle Counting

K. PERFORMANCE MEASURES

- Why Measure?
- Benchmarking
- Reactive vs. Proactive Purchasing
- The Purchasing Audit
- The Supplier Scorecard
- The Excellence Model
- Critical Success Factors

L. PROFESSIONAL CERTIFICATION

- Elements of Professionalism
- The C.P.M. Program
- The CPSM Program

To register call (516) 466-9822 or use the form on the inside back cover.

Human Capital Services Procurement Strategies

By Robert L. Cope
February 5, 2009

Understand Operational Issues and Key Success Factors

- A. Changing Business Environment**
 - Financial Pressures; Fickle Supplier Markets
 - Regulatory and Compliance Issues
 - Technological Changes; Change Management
- B. Internal HR Services Purchasing and HR Challenges**
 - Who is at the Table?; Who Owns the Spend?
 - Understanding the HR Mindset
 - Vendor Politics
- C. Human Resources Service Providers**
 - Talent Acquisition; HR Information Systems
 - Compensation and Benefits
 - Training and Development
- D. Evolving Human Resources Services Market**
 - New Tools and Technology
 - Third Party Intermediaries
 - Outsourcing Business; Workforce Trends
- E. Insource or Outsource?**
 - Corporate Culture & Core Competencies
 - Strategic vs. Tactical
 - Build or Buy?
 - Key Business Drivers
 - Cost-Benefit Analysis
 - Key Considerations and Success Factors
- F. Employee Benefits and Benefit Services**
 - Cultural and Competitive Considerations
 - Components of Price - Where are the Savings?
 - Retirement, Welfare and Total Rewards
 - Communication Strategies; Voluntary Benefits
- G. Innovative HR Procurement Strategies**
 - Flexible Staffing Strategy
 - Partnering vs. Outsourcing
 - Eliminating Administrivia
- H. Best Practices Research**
 - Staffing Vendor Management; HR Information Systems
 - Benefits Administration; HR Outsourcing
- I. Vendor Assessment**
 - Align with Cultural Objectives; Meet Business Objectives
 - What is Important and to Whom?
 - Balancing Quality, Service and Cost
- J. Contract Negotiations**
 - Is there a "Perfect Fit"? Legal and Compliance Concerns
 - Risk Management Issues; Service Level Agreements
- K. Measuring Success**
 - Ongoing Strategic Assessment
 - Effective Performance Metrics
 - Line of Business Feedback; Evaluation and Feedback

Inventory Management in the Supply Chain

By Norman L. Heilweil, CPIM
December 11, 2008

Effective Inventory Control Leads to Increased Profits

- A. The Materials Management Concept**
 - B. Inventory Planning**
 - Is Inventory Required?
 - How Much is Enough?
 - Part Number Systems
 - Unit of Measure
 - Forecasting and Requirements Planning
 - Methodologies for Determining When to Order
 - Lead Time Elements and Analysis
 - Determining Quantity to Order - EOQ and others
 - Safety Stock - Pros & Cons
 - C. Inventory Control**
 - Classifying Inventory
 - ABC Analysis (Pareto's Law)
 - Record Accuracy
 - Cycle Counting vs. Physical Count
 - D. Minimizing Inventory**
 - Standardization
 - Scrap; Obsolete; Surplus Disposal
 - Just-In-Time Concept
 - Stockless Purchasing
 - E. Measuring Inventory Management Performance**
 - F. Supply Chain Management**
 - Customer Satisfaction
 - Supplier Measurement
- Back Order Control
 - Transaction Processing
 - Physical Control - Receiving & Stores
 - Specification Change Control
 - Inventory Turnover

All public seminars are also available for on-site presentations.

Legal Aspects of Technology & Software Acquisitions

By Martin J. Carrara, J.D., C.P.M.
April 30, 2009

A. Introduction

License of Software vs.
Purchase of Goods and Services
Laws Governing Technology and
Software Agreements
Intellectual Property Rights

B. Key Issues in Software License Agreements

Types of Licenses; Defining the Licensee
Defining the Scope of Use
Updates, New Releases, Enhancements
Dealing with Assignment, Mergers, Divestitures
Ownership of Modifications and Customizations
Warranties
Self-Help and Electronic Repossession
Intellectual Property Infringement
Indemnification, Remedies, Limitations on Liability
Revenue Recognition
Software Source Code Escrow
Training, Support and Maintenance
Common Traps to Avoid

C. Key Issues in

Software Development Agreements

Defining the Requirements
Performance Obligations
Development Milestones and Timeframes
Acceptance Testing
Systems Integration
Ownership and Modifications

D. Key Issues in

Hardware Acquisition Agreements

Warranties
Indemnification, Remedies, Limitations on Liability
Software Issues

E. Key Issues in

Application Service Provider Agreements

F. Trial and Test Agreements

G. Shrink-Wrap and Click-Wrap Agreements

What They Are and When They Are Enforceable

H. Developing Laws in Electronic Commerce

Purchasing Negotiations

By Rosary Immordino, C.P.M.
March 19, 2009

A Course In Negotiation Skills - Is Win-Win Enough?

Seminar Includes Practice Negotiations

A. Win-Win, Win-Lose and the Negotiator's Dilemma

Creating Value vs. Claiming Value

B. Claiming Value

Tactics for Claiming Value
Settlement Range
Initial Offers
Influencing the Bottom Line
Commitments

C. Negotiating with Sole Sources

D. Dealing with Difficult Tactics

E. Negotiation Skills

Firm, Open, Neutralizing
Packaging

F. Creating Value

Interests
Needs
Creative Options
Sources for Creating Value
Shared Interests
Differences

G. Stages of Negotiation

Plan
Create the Climate
Define the Problem
Understand the Problem Fully
Brainstorm Creative Options
Make Proposals
Come to Agreement
Post-Negotiation Review

To register call (516) 466-9822 or use the form on the inside back cover.

Print Buying Essentials

By Don Carli
January 22, 2009

Understanding Print Buying

- A. Key Printing Industry Trends**
Economic; Market; Technology; Application
- B. Printing Methods**
Offset
Sheet fed
Web
Flexography
Screen
On Demand and Digital Printing
Inkjet
Electro photographic
- C. Variable Data**
Substrates; Inks; Coatings
Binding; Finishing; Fulfillment
- D. Qualifying and Selecting Print Service Providers**
RFIs; RFQs; RFPs
Printing Specifications
Methods for Submitting Jobs
Preflighting; Proofs; Plant Visits; Press Approvals
Sources for Creating Value
- E. E-Procurement and Outsourcing Solutions**
Costing and Pricing Strategies
- F. Printing and Graphics Software**
Working With Your Designer
- G. Savings Opportunities and Best Practices**
- H. Sustainable and Green Printing Trends**
- I. Additional Resources**
Major industry associations
Publications
Learning Resources

Project Management Skills for Sourcing Professionals

By William E. Hooker, C.P.M.
October 23, 2008

Develop Your Skills In Integrating Project & Supply Management

- A. Pre-Launch Spend Diagnostic**
Define Return On Investment and Value
Strategic Alliances
- B. Understand the Spend**
How Much Is Your Company Really Buying?
- C. Analyze Market Conditions**
Five Steps In Market Analysis
Purchasing Power Determination Matrix
- D. Expand Supplier Horizon**
Current, Alternative, Non-Traditional Suppliers
Evaluating Suppliers
- E. Determine Early Strategies**
What To Do If You Have Power
What To Do If You Don't Have Power
- F. Prepare RFIs and RFPs**
Internal and External RFIs
Why the RFP is the Key to Success
- G. Analyze Responses and Plan Negotiations**
Supplier Visits
Ingredients for a Successful Negotiation
- H. Conduct Negotiations**
Needs vs. Wants
Contingency Plans
- I. Important Findings**
Stakeholder Interests
Implementation - A Team Effort

All public seminars are also available for on-site presentations.

Purchasing of Services

By Carla Lallatin, C.P.M., CPPO
March 12, 2009

Ensuring Supplier Performance Meets Your Services Needs

- A. Pre-Launch Spend Diagnostic**
 - Define Return On Investment and Value
 - Strategic Alliances
- B. Understand the Spend**
 - How Much Is Your Company Really Buying?
- C. Analyze Market Conditions**
 - Five Steps In Market Analysis
 - Purchasing Power Determination Matrix
- D. Expand Supplier Horizon**
 - Current, Alternative, Non-Traditional Suppliers
 - Evaluating Suppliers
- E. Determine Early Strategies**
 - What To Do If You Have Power
 - What To Do If You Don't Have Power
- D. Developing the Statement of Work**
 - Performance Requirements
 - The Statement of Work
 - Terms and Conditions
 - Independent Contractor vs. Employee
 - Tips on Buying Services
 - Cost Projections
 - Solicitation Documents
- E. Evaluation of Offers**
 - Review of Offers; Evaluation; Negotiation
- F. Service Contracts**
 - Contract Development; Types of Contracts
 - Project Manager
 - Monitoring Performance; Contract Administration

Supplier Diversity - A Purchasing Perspective

By I. Javette Jenkins Hines, J.D. and Keith Hines
April 23, 2009

Developing and Managing a Successful Supplier Diversity Program

- A. Why Supplier Diversity?**
 - Making a Business Case for Your Program
 - Expanding Existing Programs
- B. Characteristics of a Successful Supplier Diversity Program**
 - Defining Goals and Objectives
 - Executive Involvement
 - Tracking and Auditing
- C. Implementing and Managing a Program**
 - Establishing a Mission Statement
 - Policies and Procedures
 - Developing Activity Reports
- D. Designing a Budget**
 - How Much Do You Need?
 - Gaining Support
- E. Communication Strategies and Methods**
 - Selling Your Program Internally
 - External Marketing
- F. Benchmarking - How, When and Who**
- G. Second Tier Sourcing**
 - Starting a Program
 - Jump Starting Existing Program
- H. Components of a Strategic Plan**
 - Preparing a Plan for Senior Management
- I. Sourcing Diverse Suppliers**
 - Most Effective Methods
- J. Mentoring Diverse Suppliers - How, When & Who**
- K. Professional Services Issues**
 - Sourcing, Developing & Gaining Support
- L. Small Business Development**

To register call (516) 466-9822 or use the form on the inside back cover.

Supplier Relations, Ethics and Social Responsibility

By Carla Lallatin, C.P.M., CPPO
June 10, 2009

Understanding Issues, Guidelines and Standards of Purchasing Ethics

- A. Ethics Defined**
 - Ethical vs. Legal
 - Ethics and Business Practices
 - Personal, Professional and Business Ethics
 - Differences: Services vs. Supplies
 - Social Responsibility Defined
- B. Supplier Relations**
 - Building Blocks for Strong Relationships
 - Avoiding Behaviors that Erode Relationships
 - The Impact of Changing Relationships
- C. Policies**
 - Ethics
 - Social Responsibility
 - ISM Principles and Standards
 - Corporate Wide vs. Purchasing Specific
 - Management's Role
 - Implications for Teams
- D. Acceptable/Unacceptable Behavior**
 - Treatment of Suppliers
 - Negotiations
 - Contract Management
 - Suppliers
 - Controls and Consequences
- E. Practical Applications**
 - Hypothetical Situations
 - Addressing the Real Issues
 - Case Study

Buying Travel Related Services

By Howard Z. Brooks
April 2, 2009

Strategies for Savings

- A. Business Trips: A Philosophical Perspective**
- B. Agency Configuration Options:**
 - Is On-Site Necessary?
- C. Funding Your Agency**
- D. Travel & Entertainment Policy Creation**
- E. Ethics & Responsibility for Travel Decisions**
- F. Surviving a Sarbanes-Oxley (SOX) Audit**
- G. Ensuring Compliance**
- H. Selling Use of Self-Booking Tools Internally**
- I. Optimizing Airline Negotiations**
- J. Hotel Program Perspectives**
- K. How to Perform a Site Inspection**
- L. Car Rental Contracts**
- M. Curing the Car Service Headache**
- N. Benchmarking Pitfalls**
- O. Creating a Revenue Generating Corporate Card Program**

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Special Educational Events

NAPM - New York Offers a Variety of Educational and Networking Opportunities In Addition to a Full Schedule of Seminars

Regular Meetings

NAPM–New York regular meetings feature two presentations by guest speakers on current purchasing topics, a networking half hour and dinner. They are an excellent way to learn about purchasing issues as well as meet other procurement professionals. Meetings are held at the New York Hilton Hotel, 1335 Avenue of the Americas at 53rd Street. The NAPM-NY newsletter, *Competitive Edge*, and the NAPM-New York website, www.napm-ny.org, provide details about meeting programs. To register, please call the NAPM-New York office at (516)466-9822 or e-mail poppenheimer@napm-ny.org.

Sourcing Group and Committee Meetings

NAPM-New York schedules Sourcing Group meetings throughout the year for members who have purchasing or sourcing responsibilities in certain major commodity and services areas. The NAPM-New York Supplier Diversity and Green Committees also meet on a regular basis. Participation in these meetings is a benefit of membership. These meetings provide members with the opportunity to discuss common topics and issues and also offer excellent opportunities for effective networking.

NAPM - New York Supply Management Symposium

The 16th Annual NAPM-NY Supply Management Symposium will be held on November 14, 2008 at the New York Hilton. The Symposium will feature five high level presentations on leading edge purchasing topics, as well as a speaker panel discussion and networking opportunities. A description of the Symposium is on page 5 as well as on the website, www.napm-ny.org, and in the *Competitive Edge* newsletter.

NAPM - New York Annual Conference

The 26th Annual NAPM-New York Conference will be held on March 31, 2009 at the New York Hilton. The Conference will include presentations by five top speakers, educational exhibits, panel discussion and networking opportunities. NAPM-NY will also be presented with a Mayoral Proclamation declaring March Supply Management Month. Watch the NAPM-NY website and *Competitive Edge* for details.

ISM Satellite Seminars

NAPM-New York will present two ISM 2008-2009 Satellite Seminar Series at no charge to NAPM-NY members. These televised panel discussions will be broadcast from 10:00 - 2:30 at the City of New York Citywide Training Center, 2 Washington Street, Room 1980, New York City.

The program schedule is as follows:

October 16, 2008	Applying Lean Concepts in Supply Management
April 23, 2009	Preparing to Negotiate On-Shore and Offshore

Faculty Biographies

Howard Z. Brooks is Category Manager - Travel for ICG Commerce, a leading procurement outsourcing firm. He is currently consulting as the travel subject matter expert for one of their largest global clients. Previously, he was Vice President of Procurement, Travel & Related Services within the Publicis Groupe, one of the world's largest communications and media companies. Before joining Publicis Groupe he was Vice President, Travel & Procurement Services at Sony Music Entertainment. He is a member of the Association of Corporate Travel Executives and the National Business Travel Association. In 2004, he received the Association of Corporate Travel Executives Most Influential Executive Award and in 2003, he was awarded Best In Class by Business Travel News for his online booking tool implementation. He has a degree in Finance from New York University, is a certified Six Sigma Greenbelt and is a Senior Industrial Engineer.

Don Carli is Senior Research Fellow with the Institute for Sustainable Communication, co-founder of SustainCommWorld LLC, and CEO of the marketing research consultancy Nima Hunter Inc. Previously, he held senior management positions as Technical Director and Plant Manager of the Crafon Graphic Company. Mr. Carli is an adjunct professor of Advertising, Design and Graphic Arts at New York City College of Technology of the City University of New York. He is Sustainability Editor of Graphic Arts Monthly Magazine and has frequently been quoted on issues related to sustainability, printing, publishing and marketing. A graduate of St. Lawrence University, he is on the Board of Advisors of the American Institute of Graphic Arts Center for Sustainable Design. In 2008 he received the Partnership in Print Production Luminaire Award recognizing outstanding achievement and personal dedication to graphic communication industry innovators committed to educating themselves and others.

Martin J. Carrara, J.D., C.P.M. is Senior Corporate Counsel at Pfizer, where he provides legal counsel for the global manufacturing and worldwide procurement organizations. He was Senior Counsel, Procurement and Real Estate at Pharmacia prior to its merger with Pfizer. He has held senior supply and contract management leadership positions with Citibank, Verizon, and L.K. Comstock and Co. Mr. Carrara is the author of the ISM Contract Development and Administration Workbook and co-editor of the "Legal Aspects of Purchasing" chapter in The Purchasing Handbook. He is Vice President and Secretary of the New Jersey Corporate Counsel Association and chair of the NJCCA Commercial Law Committee. He is a former member of the ISM Ethical Standards Committee, former President of NAPM-NY, and was the 1995 recipient of its J.H. Leonard Award. Mr. Carrara holds a J.D. from Fordham University and an MBA from Wagner College. He is a member of the New York and New Jersey Bars.

Robert L. Cope has over thirty years of experience in employee benefits and human capital consulting, and corporate risk and insurance management. He is currently Senior Vice President of Sterling & Sterling of New Jersey and head of their New Jersey benefits practice. Mr. Cope has been a senior officer in several insurance, employee benefits and human capital consulting firms where he developed procurement-based benefit sourcing methodologies. He has served in senior leadership positions in the financial services industry and has been a member of the New York Stock Exchange Insurance Committee, the American Bankers Association Insurance and Protection Committee and as Chairman of Aetna's Client Advisory Group. Mr. Cope has a B.S. in Business Administration from Bob Jones University.

Alan Greenberg, C.P.M. holds the position of Vice President, Strategic Sourcing with a concentration in Site Services at JPMorgan Chase. He has over twenty-five years of experience in supplier and contract management and corporate integration. Prior to joining JPMorgan Chase, Mr. Greenberg held purchasing management positions at Deutsche Bank, Citibank, Time Inc. and Simon & Schuster. He is a graduate of the City University of New York.

William L. Heaton, Jr. is a co-founder, principal and chief engagement officer of JVKellyGroup, an expense management consultancy and purchasing outsourcing firm established in 2002. He has twenty-five years of experience in strategic sourcing, purchasing and expense management. Prior to joining JVKellyGroup, he was based in London as managing director of Deutsche Bank's private client purchasing division. Additionally, Mr. Heaton worked at Citibank where he was responsible for U.S. purchasing operations. He also spent ten years with Verizon as a purchasing cost analyst and contract negotiator. Mr. Heaton has a BBA in marketing from Pace University and an MBA in management from C.W. Post College.

Norman L. Heilweil, CPIM is President of the Manufacturing Education Institute. He has over twenty-five years of varied manufacturing experience in small and large firms. As a materials manager and manufacturing manager, Mr. Heilweil designed and implemented manufacturing management systems. His background also includes engineering design, methods, tooling and purchasing. He has a B.S. in mechanical engineering and an M.S. in industrial engineering from New York University.

Keith Hines is Director Sourcing and Negotiations for PricewaterhouseCoopers. Previously, he was Director of Supplier Development for PwC, responsible for developing and directing their supplier diversity program. Prior to joining PwC, Mr. Hines was Director of Purchasing for Cushman & Wakefield, where he was also charged with creating a supplier diversity program. Previously, he was Manager of Corporate Purchasing for Altria, where he served as chairperson of the supplier diversity task force for the Altria family of companies, which included Kraft Foods and Philip Morris. He has served on the Boards of the National Minority Supplier Development Council and Women's Business Enterprise National Council. He has been featured in *Purchasing Today*, *MBE Magazine*, *Black Enterprise* and *Minority Business News* and has received the M/WBE Advocate of the year award from the NMSDC. Mr. Hines has an MBA in International Business from New York University.

Continued on Next Page

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Faculty Biographies

Continued from Previous Page

William E. Hooker, C.P.M. is the Manager of Strategic Sourcing at Novo Nordisk, the world's largest insulin manufacturer. Most recently, Mr. Hooker was Director of Strategic Sourcing for MedImmune Vaccines, a leading biotech company. Previously, he was Senior Director of Strategic Sourcing at Bristol-Myers Squibb. Throughout his more than twenty years of progressive purchasing experience, he has participated in and led many cost savings projects. He co-developed a strategic sourcing project methodology that has repeatedly yielded double-digit savings, as well as value enhancements. Mr. Hooker holds a B.A. from Mercyhurst College and an MBA from Cleveland State University.

Rosary Immordino, C.P.M. is a training consultant who specializes in negotiation and purchasing. As a former senior buyer, Ms. Immordino uses her experience in both purchasing and training to provide relevant, hands-on training programs for purchasing professionals. Prior to starting her own consulting business, Ms. Immordino was Associate Director of Training and Organizational Development for a large Corporate Sourcing Department, where she was responsible for developing the training programs that helped transform purchasing into strategic sourcing. She received her M.A. in Organizational Psychology from Columbia University Teachers College, where she focused on the areas of negotiation and adult learning.

I. Javette Jenkins Hines is Senior Vice President and Manager of Supplier Diversity for Citi, responsible for leading the procurement organization in the development of sourcing strategies which ensure that women, minority and small businesses are an integral part of the sourcing selection process. Previously, at IBM, she held positions as the Services Procurement Senior Contract Specialist as well as the U.S. Sourcing Manager for Technical Services and Program Director of IBM's Supplier Diversity program. Ms. Hines is a graduate of Clark College and Wake Forest University School of Law and is a member of the Women in Law and Gender and Equity Committees for the New York State Bar and the National Black MBA Association.

Abate O. Kassa, C.P.M. is President of AOK Consulting & Education. He is a former Purchasing Manager of Ethiopian Airlines where he introduced a corporate-wide value improvement process. He also served NAPM-NY as Executive Director. Mr. Kassa specializes in purchasing and supply management, value management and change management. In 1994-96, he advised the International Trade Centre on a \$1 billion procurement project. In 1999, he served as ITC consultant in several South Pacific countries. Mr. Kassa is a recipient of NAPM-NY's J.H. Leonard Award and NAPM's Presidential Citation. He holds a B.A. in economics (with distinction) from Addis Abeba University and an M.A. in government and politics from St. John's University, N.Y.

James V. Kelly, C.P.M. as CEO of the JVKellyGroup, Inc., is extremely active in charting the course for major corporations in expense management solutions. He was formerly the Managing Director of Global eSourcing at Deutsche Bank. He has expertise in using metrics to increase purchasing performance; process re-engineering; contract negotiation and supplier management utilizing a balanced scorecard approach. Previously, he was a Team Leader in the Sourcing & Strategic Relations Practice area at Deloitte & Touche Consulting Group/DRT Systems. Mr. Kelly is a former President of NAPM-New York and was the recipient of its J.H. Leonard award in 2008. He is a graduate of Manhattan College.

Brian T. Kreiger is a Director in Firmwide Sourcing at Morgan Stanley, where he is responsible for managing corporate sourcing of construction, design and facilities management activities in the Americas. Previously, he was Director of Corporate Sourcing at MetLife, where he managed a 64 person staff responsible for procuring all non-I.T. commodities and services. Earlier in his career at MetLife he held management positions supporting over 250 corporate, administrative and sales offices as manager of facilities and services integration, manager of office design, regional director of facilities and services and manager of building operations administration. Mr. Kreiger holds a B.A. in Education from Montclair State University.

Carla S. Lallatin, C.P.M., CPPO is President of Lallatin & Associates, specialists in supply management. She has conducted seminars throughout North America and has experience in all phases of purchasing, including as chief purchasing official for D&B's BidNet, United Computing, the City of New York and the State of Wyoming. A past chair of ISM's Ethical Standards Committee, Ms. Lallatin has served on the National Association of State Purchasing Officials, and the NIGP Board of Directors. She was named Woman of the Year by the American Business Women's Association. Ms. Lallatin served on the NYC Procurement Policy Board and as adjunct faculty at New York University. She is a past President of NAPM-New York and received the 1995 District VIII Erlicher Award. She holds a B.A. from the University of Missouri.

Judah P. Seidman, C.P.M. is the supply management market data lead at Credit Suisse Securities, where he is responsible for all aspects of market data commercial sourcing, including gathering technical and business requirements, global coordination on standards, contract compliance, expense reduction initiatives, contract negotiations and exchange compliance. Previously, he held market data analysis positions for UBS PaineWebber and Perot Systems. Mr. Seidman holds an MBA in public policy from the University of Maryland and a BA in economics, cum laude, from Yeshiva University in New York.

Sal Vitale, C.P.M. is Procurement Director of Marketing and Advertising at American Express. He is responsible for leading the Marketing Services & Advertising procurement team in driving strategic sourcing strategies, cost reduction initiatives, negotiations, contract execution, supplier management, operational efficiencies and bypass elimination. He works closely with internal customers to build partner-based relationships to drive internal satisfaction and strategic alignment. Mr. Vitale graduated with honors from Baruch College with a BBA, and received his MBA in Marketing Management from Wagner College. He is a former President of NAPM-New York and was the recipient of its J.H. Leonard Award in 2005.

NAPM - New York reserves the right to substitute instructors.

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Membership Benefits

1. **Professional Development** - Enhance your career and job performance
2. **The C.P.M. and CPSM Program** - Gain knowledge, confidence, respect and promotability through certification.
3. **Inside Supply Management*** - Magazine features articles, case studies and information you can apply immediately.
4. **Report On Business*** - Considered by many economists to be the most reliable economic barometer available.
5. **ISM's Annual International Purchasing Conference** - Unparalleled educational and networking opportunity.
6. **Center for Advanced Purchasing Studies (CAPS)*** - Free research reports dedicated to supply management.
7. **ISM Online*** - Unlimited access to extensive database for information and articles on supply management issues.
8. **Membership Meetings** - Make valuable contacts and stay on top of industry trends through educational presentations.
9. **Sourcing Group and Committee Meetings** - Discuss common topics and issues in major areas of interest.
10. **Competitive Edge** - NAPM-New York's newsletter.
11. **Membership Directory** - Who Is Who in NAPM-New York.
12. **Leadership Development** - Opportunities to serve as Committee Chair or Board Director.
13. **ISM* & NAPM-NY Career Center**- Search job opportunities, post your resume, or list a position you're trying to fill.
14. **Recognition & Awards; Scholarship Opportunities.** * Included in Regular Membership

Who Can Join the Institute for Supply Management (ISM) and NAPM-New York?

- A person who is involved in the purchasing or supply process, including without limitation, purchasing, purchasing research, value analysis, inventory control, materials management, supply chain management, or any other activity or function which is related to the purchasing and supply process.
- A full-time teacher, research specialist, department head, director or dean of a college, university, or other academic institution whose academic responsibility includes purchasing and supply management or other related fields.
- An undergraduate or graduate student enrolled full time in an accredited two or four-year college or university.
- A person who is engaged in the business of providing consulting services primarily in the field of purchasing and supply management on condition that such person does not solicit members for consulting engagements.
- In principle and in practice, the association values and seeks a diverse membership. There are no barriers to full participation on the basis of ethnic background, gender, creed, age, sexual orientation, national origin or disability.

APPLICATION FOR MEMBERSHIP

Peter Oppenheimer, C.P.M.
Tel. (516) 466-9822

NAPM-New York

69 Susquehanna Avenue

Fax (516) 466-4141

Great Neck, NY 11021

NAPM-NY Fed ID# 13-5329820

I wish to apply for membership in NAPM-New York. If approved, I agree to abide by the Association's Bylaws and subscribe to the Institute for Supply Management's Principles and Standards of Purchasing Practice and Statement of Antitrust Policy.

I APPLY FOR REGULAR MEMBERSHIP Regular Members are voting members and hold membership in both NAPM-New York and ISM. Annual dues: \$285 (includes two meetings) plus a one-time charge of \$25 for NAPM-NY initiation fee and \$20 for ISM administrative fee.

I APPLY FOR ASSOCIATE MEMBERSHIP Associate Members are non-voting members in NAPM-New York only. They need to be sponsored by a regular member from the same organization. Annual dues: \$185 (includes two meetings) plus a one-time \$25 initiation fee.

I APPLY FOR STUDENT MEMBERSHIP Dues waived for full-time students. Attach a copy of current school issued class schedule.

I APPLY FOR CORPORATE MEMBERSHIP Organizations with ten or more members qualify for discounted membership rates.

Name _____

Your preferred mailing address: _____ Company _____ Home _____

Job Title _____

Area(s) of Sourcing Responsibility _____

Organization _____

Enter your 3-digit industry (SIC) code here (if known) _____

Address _____

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REGISTRATION INFORMATION

FOUR EASY WAYS TO REGISTER:

Tel. (516) 466-9822 Fax (516) 466-4141 E-mail: poppenheimer@napm-ny.org
By Mail: NAPM-New York, 69 Susquehanna Avenue, Great Neck, NY 11021-3819

TO REGISTER: Please complete and return this registration form. Registrations must be made in advance and are subject to confirmation.

REGISTRATION FEE: The full fee as designated for each program is payable in advance and includes cost of meeting materials, break refreshments, and a light lunch. Tuition fees will be reduced by 10% for a company team of 3 or more registrants attending the same seminar. Please make checks payable to NAPM-New York.

	Member	Non-member		Member	Non-member
1-day seminar	\$395	\$495	C.P.M. and CPSM	\$395/day	\$495/day
2-day seminar	\$790	\$990	CPSM Bridge Review	\$790	\$990
3-day seminar	\$1,195	\$1,495	Satellite Seminar	No charge	\$65

NON-MEMBERS of NAPM-New York but members of other ISM affiliates or APICS are welcome to attend NAPM-New York educational programs at member rates.

EDUCATION CENTERS: NAPM-New York's Seminars are held at Pfizer, 150 East 42nd Street, New York City, from 9:00 A.M. to 5:00 P.M. NAPM-New York holds its annual Symposium and Conference as well as regular monthly dinner meetings at the New York Hilton, 1335 Avenue of the Americas, 53rd Street, New York City. ISM Satellite Seminars are held at the City of New York Citywide Training Center, 2 Washington Street, Room 1980, New York City.

CANCELLATIONS AND REFUNDS: Confirmed registrations can be cancelled and tuition refunded, less a \$75 administrative fee, if cancellations are received no later than seven days prior to the event. Registrants that have been confirmed (and not cancelled on time) but are unable to attend an event are liable for the entire fee. Registrants who fail to appear are not entitled to a refund. Substitutions may be made at any time.

HOTEL ACCOMMODATIONS: NAPM-New York does not arrange hotel reservations. Please make your hotel reservations directly.

REGISTRATION FORM - *You may photocopy this form for additional registrations*

Please register me for _____ that will be held on (date) _____

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