



20 Questions You Need To Ask Yourself!

1. Do You Regard Procurement as Strategic or Clerical Activity?
2. Do You Know How Much You Spend On Goods & Services?
3. Do You Know What Your Split: Direct v Indirect Purchases Are?
4. Do You Know % Split: Revenue v Purchases?
5. Do You Have Robust Buyer Terms & Conditions?
6. Do You Have a Researched Procurement Strategy, and Does It Influence Your Business Plan?
7. Do You Consider Corporate Social Responsibility When Sourcing Goods and Services?
8. Do You Have Effective Planning and Management of Your Entire Supply Chain?
9. Do You Have Professionally Trained Procurement Staff?
10. Would an Annual Cost Reduction Programme of >10% Benefit Your Business?
11. Do You Measure Procurement Performance and Set Targets For *Kaisen*?
12. Do You Have a Process for Supplier Selection and Management?
13. What Impact Do Your Suppliers Have on Your Business?
14. Do You Have a Supplier Relationship Management Programme With Your Key Suppliers?
15. Would Your Admin Process Costs Benefit With 10 Fold Reduction in Invoices Received?
16. Are You Aware of Impact of Non Conformance to Governance Regulations?
17. Do You Have an Approved Supplier Register (ASR)?
18. Do You Use Suppliers' Websites to Place Orders, or Your Own Processes?
19. Do You Have Accurate Information on Your Suppliers?
20. Do You Understand Your Marketplace, Both From Competition and Supply Base Standpoint?