



Office of
General Services

GOVBUY PROCUREMENT CONFERENCE

November 21-22, 2024

Empire State Plaza Convention Center, Albany, NY



Office of
General Services

NIGP Certified Procurement Professional

*Connecting Certification to Your Learning
and Career Aspirations*

GOVBUY PROCUREMENT
CONFERENCE



DAILY NEWS

No. 48,725

THE BEST SELLING NEWSPAPER IN THE WORLD

Today's Edition

National - World - Business - Lifestyle - Travel - Technology - Sport - Weather

Demographic Shifts Shrink Workforce Participation Rate as Boomers Retire



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**44% of Worker Skills Will
Be Disrupted in the Next
Five Years**



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**78% Of Business Leaders
Expect Tech to Change
How We Work In The
Next Two Years**



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Public Procurement is at a Critical Crossroad



Where Will Your Career Journey take You?



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NIGP PATHWAYS

Personalized and customized [Roadmap](#) for every phase and every stage of your career

[Links](#) your competency-based learning to credentialing options within an [integrated system](#)

The Pathways Roadmap is Built On the Public Procurement Competency Framework

7 Major Focus Areas



Volcker Alliance 2016 Study: Preface

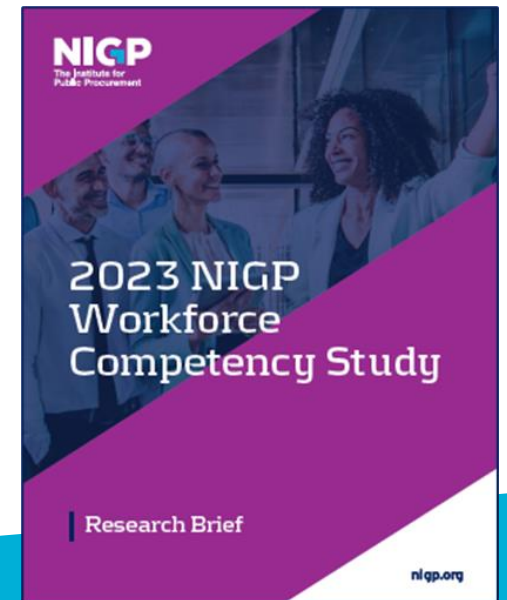


*...Public officials and academic experts have reinforced our belief that government procurement practices and management of outsourced services need priority attention. This report is a step in that direction. **It sets out a clear, accessible list of fundamental skills and experience required of those responsible for public procurement.***

Volcker Alliance 2016 Study Goals



1. **Deliver a competency model** that breaks down the procurement role into twelve key competencies required of an effective public procurement workforce
2. Evaluate the **procurement workforce's current proficiency** in each competency



Public Procurement Competency Framework



STRATEGY

- Mission & Public Benefit
- Transformation & Vision Creation
- Social Responsibility Alignment



POLICY & LEGISLATION

- Enabling Regulations & Compliance
- Ethics, Integrity & Transparency
- Legislation & Legal Environment
- Program Implementation & Management
- Internal Customers: Advice & Expertise



PLANNING & ANALYSIS

- Requirements Planning & Understanding
- Standardization
- Marketing Analysis & Forecasting
- Cost, Price & Value Analysis
- Spend Analysis
- Risk Analysis



SOURCING & CONTRACTING

- Sourcing & Contracting Methods
- Specification Development
- Evaluation Methods
- Negotiations
- Protests & Appeals
- International Procurements



CONTRACT ADMINISTRATION

- Contract Management & Performance
- QA, Inspection & Acceptance
- Logistics & Transportation
- Asset & Inventory Management
- Surplus, Disposal & Closeout



LEADERSHIP

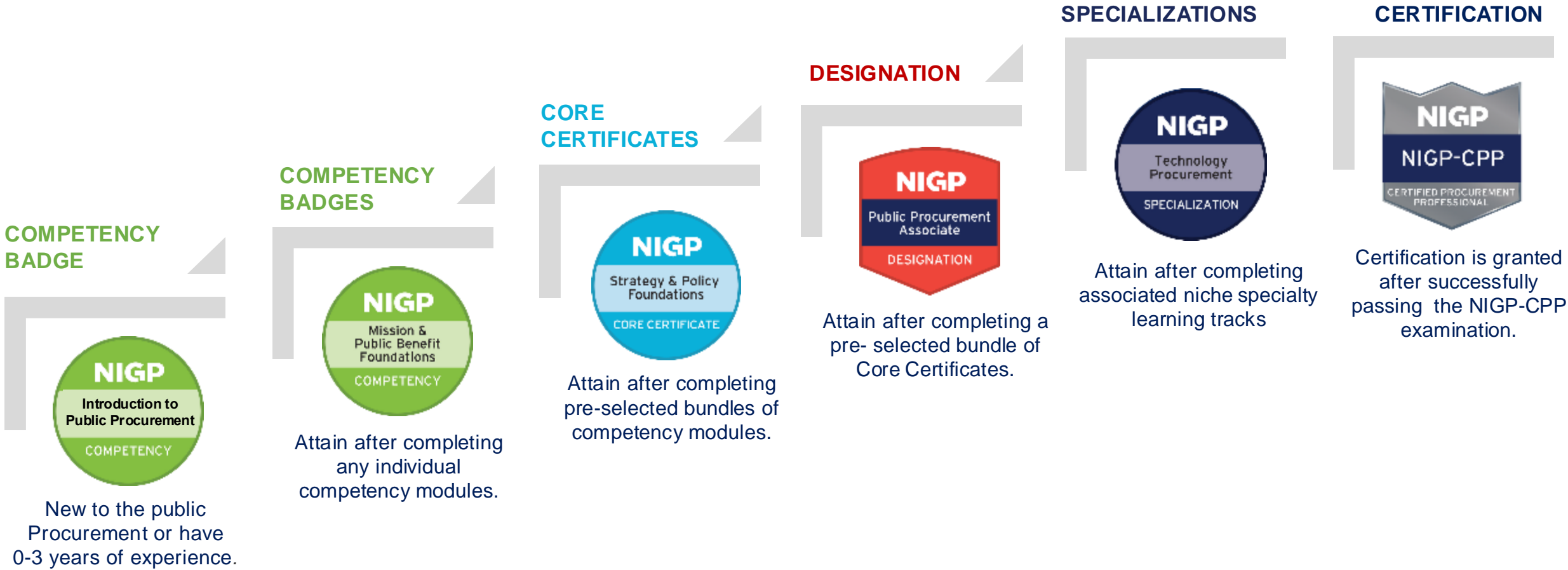
- Driving Change, Innovation & Agility
- Communication Strategies
- Problem Solving & Critical Thinking
- Talent Recruitment & Development, Succession Planning
- Relationship Management: Internal Customers & Suppliers



BUSINESS PRINCIPLES

- Business Management & Continuity
- Economics, Budget, Financial Management & Accounting
- Technology Management

Pathways Program Progression



Beginner

Foundation / intermediate

Advanced Practitioner / Management

Competency Badges – 5,800 Issued



STRATEGY

- Mission & Public Benefit
- Transformation & Vision Creation
- Social Responsibility Alignment



POLICY & LEGISLATION

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- Legislation & Legal Environment
- Program Implementation & Management
- Internal Customers: Advice & Expertise



PLANNING & ANALYSIS

- Requirements Planning & Understanding
- Standardization
- Marketing Analysis & Forecasting
- Cost, Price & Value Analysis
- Spend Analysis
- Risk Analysis



SOURCING & CONTRACTING

- Sourcing & Contracting Methods
- Specification Development
- Evaluation Methods
- Negotiations
- Protests & Appeals
- International Procurements



CONTRACT ADMINISTRATION

- Contract Management & Performance
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LEADERSHIP

- Driving Change, Innovation & Agility
- Communication Strategies
- Problem Solving & Critical Thinking
- Talent Recruitment & Development, Succession Planning
- Relationship Management: Internal Customers & Suppliers



BUSINESS PRINCIPLES

- Business Management & Continuity
- Economics, Budget, Financial Management & Accounting
- Technology Management

NIGP

Standardization
Foundations

COMPETENCY



Best to use: When you have a solid procurement background and need to build skills in just a few targeted competency areas

5 Core Certificates – 2,500 Issued



STRATEGY

- Mission & Public Benefit
- Transformation & Vision Creation
- Social Responsibility Alignment



POLICY & LEGISLATION

- Enabling Regulations & Compliance
- Ethics, Integrity & Transparency
- Legislation & Legal Environment



PLANNING & ANALYSIS

- Requirements Planning & Understanding
- Standardization
- Cost, Price & Value Analysis



SOURCING & CONTRACTING

- Sourcing & Contracting Methods
- Specification Development
- Evaluation Methods
- Negotiations



CONTRACT ADMINISTRATION

- Contract Mgt. & Performance
- QA, Inspection & Acceptance
- Logistics & Transportation
- Asset & Inventory Management
- Surplus, Disposal & Closeout



LEADERSHIP

- Driving Change, Innovation & Agility
- Communication Strategies
- Problem Solving & Critical Thinking
- Talent Recruitment & Development, Succession Planning
- Relationship Mgmt.: Internal Customers & Suppliers

NIGP

Strategy & Policy Foundations

CORE CERTIFICATE

NIGP

Planning & Analysis Foundations

CORE CERTIFICATE

NIGP

Sourcing & Contracting Foundations

CORE CERTIFICATE

NIGP

Warehousing & Inventory Mgmt.

CORE CERTIFICATE

NIGP

Leadership Foundations

CORE CERTIFICATE

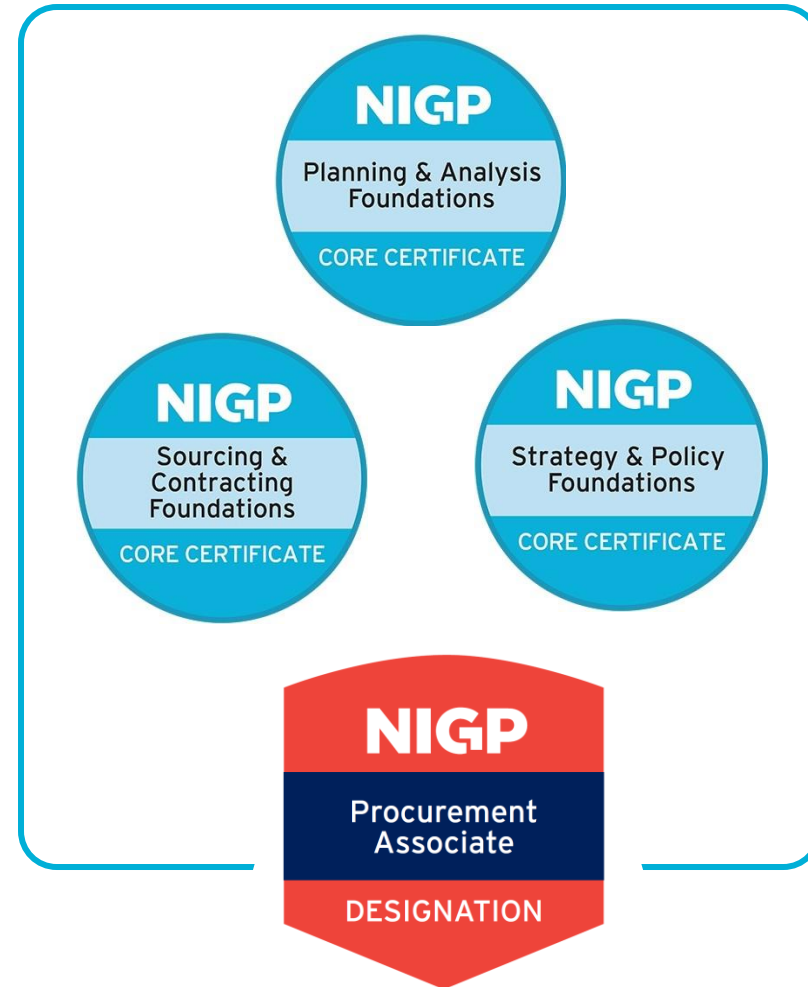


Best to use: When you want to build upon your current abilities in a broader topic area, such as leadership or an overall Focus area. Certificates bring together several competencies into a single course for easy access.

Pathways Designation – 455 Issued

Designations

Designations are earned upon completing a pre-selected bundle of certificates



Best to use: When you are new to procurement, recently graduated college, or transitioning from the private sector and need to gain the foundational competencies and working knowledge of public procurement.

Specializations Program

NIGP Specializations enable learners to delve deeply within several specialty knowledge tracks

1,975 Issued



Best to use: When you have solid foundational skills and want to build more advanced and/or targeted skill sets.

Supplier Certificates



Supplier Essentials Core Certificate (7 Hours)

Understand guidelines, best practices, process, and watch-outs during procurements.

Public Procurement Supplier Masters Designation

(12 Hours) Deepen knowledge and gain broader mastery of public procurement principles



NIGP Certified Procurement Professional

NIGP

NIGP-CPP

CERTIFIED PROCUREMENT
PROFESSIONAL



ANSI National Accreditation Board
ACCREDITED

ISO/IEC 17024

PERSONNEL CERTIFICATION
BODY



An ANSI-Accredited Personnel
Certification Program
Accreditation #9151

Impact since August 2020
1,568 NIGP-CPPs Awarded
46 States and 5 Canadian Provinces



An ANSI-Accredited Personnel
Certification Program
Accreditation #9151

What Sets the NIGP-CPP Apart?



Targets mid-to-senior level procurement leaders



Based on the Public Procurement Competency Framework



Accredited by the ANSI National Accreditation Board



Designed to maximize options for candidates with busy lives: a 2-year application and 4 testing windows annually

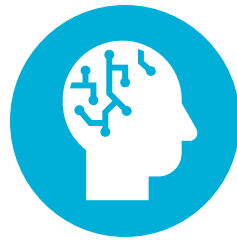


Best to use: When you are in a mid to senior level role and want to be recognized for your technical and leadership abilities.



An ANSI-Accredited Personnel
Certification Program
Accreditation #9151

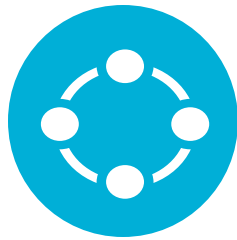
What Sets the NIGP-CPP Apart?



Assesses 43 competencies within a 2-module exam that is scored independently



Refreshed by ongoing research which keeps the NIGP-CPP **relevant**



Integrates with Pathways learning and credentialing to support workforce development, career advancement, and succession planning



Links to a single database which automatically posts NIGP learning activities from Aspire for recertification



Best to use: When you are in a mid to senior level role and want to be recognized for your technical and leadership abilities.

Am I eligible?



How do I maintain my NIGP-CPP?



How do I apply?

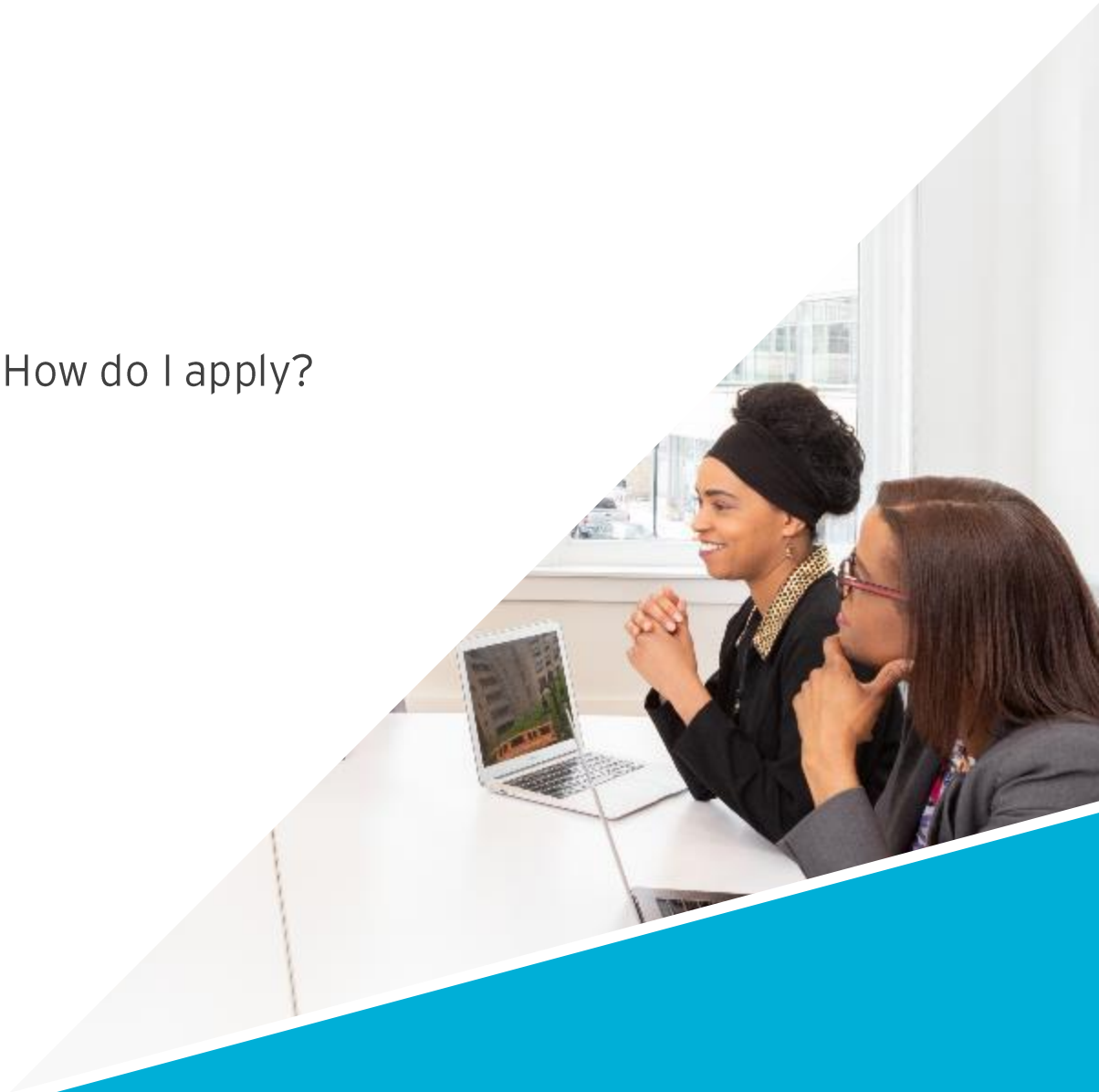


5 Key Questions

How Do I prepare for my exam?



How do I schedule my exam?





01

Am I eligible?

6 Options to Meet Eligibility Requirements:



Formal education



Relevant work experience



Currently certified CPPO or CPPB



No training hours required



No pre-requisites required



Six Pathway Options

Pathway A



Graduate Degree specific to Public Administration, Public Policy, Supply Chain, Procurement, or Economics



2 Years (24 months) relevant work experience

Pathway B



Bachelors Degree and a Graduate Level Certificate in Public Administration, Public Policy, Supply Chain, or Procurement



3 Years (36 months) relevant work experience



Pathway C



Bachelors Degree (any discipline)



4 Years (48 months) relevant work experience

Pathway D



Two-Year Post-Secondary Diploma
or
NIGP Public Procurement Associate
Designation



6 Years (72 months) relevant work experience



Pathway E



No Post-Secondary Diploma



8 Years (96 months) relevant work experience

If you are considering your PPA, attain it and then apply under Pathway D. You cannot revise your application once submitted.

Pathway F



Current CPPO or CPPB
or
Lapsed within one year

If applicable, this is your preferred Pathway since it does not have education and relevant work experience requirements when you apply.

02 How do I Apply?

01

No Set
Deadlines and
No Late Fees



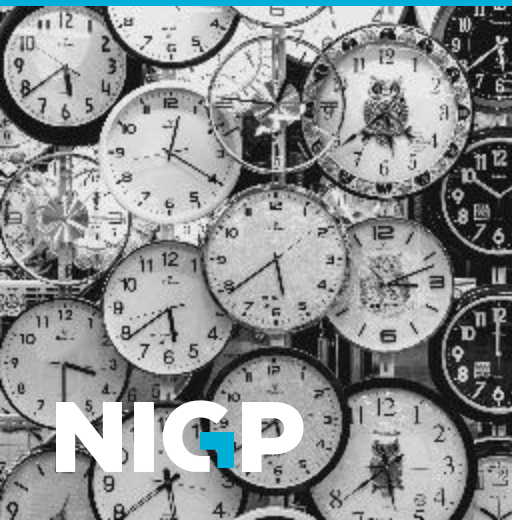
03

Determine if
Accommodations
are Needed



05

Pay Application
Fee



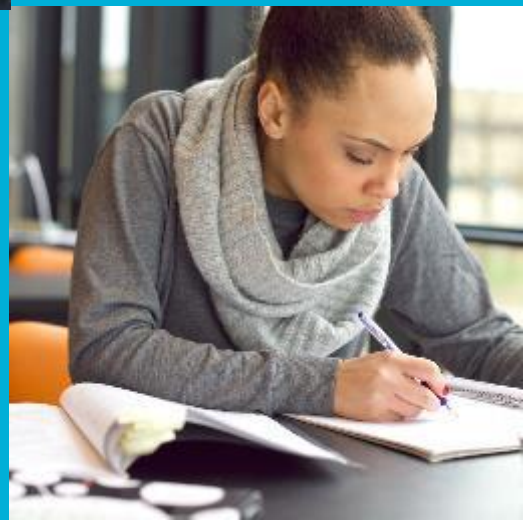
02

Apply Online
(30 days prior to
desired test period)



04

Upload
Diplomas or
Certificates





NIGP-CPP Online Application and Exam Fees

01

Application Fee
(non-refundable) \$175

02

Exam Fee
\$150 per exam module (2 modules total)

03

Application Period
Active for 2 Years after approval

03 How do I schedule my exam period and date?



Once your application is approved, the NIGP Certification Staff will send you an email directing you to select a test window and pay the exam fee.



Select the next test window: February, May, August and November



Once payment is received, Pearson Vue will send you an "Authorization To Test" email with instructions on scheduling a specific exam venue and date



Testing takes place at Pearson VUE Testing Centers throughout North America and globally





04

How do I prepare for the Exam?



Have a plan



Know the exam content



Take advantage of preparatory options

Have a Plan

4-6

4 to 6 Months

Identify skill Gaps and take NIGP competency courses

3

3 Months

Take the Online Assessment
Join a Study Group

2

2 Months

Take a Prep Course and/or Get the Guides

1

1 Month

Brush up on Best Practices and Take the Online Assessment Again



Know the NIGP-CPP Exam Content

1

43 specific competency statements derived from the Public Procurement Competency Framework (PPCF) and referenced in the Handbook.

2

Weighted percentages based on the Practice Analysis survey

3

Applies Knowledge to Relevant Work Situations that occur in Public Procurement. Practical experience matters.



Know the NIGP-CPP Exam Content

4

Exam questions are written to address real-world scenarios where the candidate applies knowledge and experience to determine the *best* course of action or solution

5

In most cases, there will be two correct answers (just as there may multiple correct ways to approach work). The exam assesses the judgement needed to select the best solution.



Two-Part Modular Exam

A

B



Flexibility

Take both modules or just one module in a single setting



Scoring

Each exam module is scored independently



Questions

Each module is 80 multiple-choice



Time

Each exam module is 2 hours

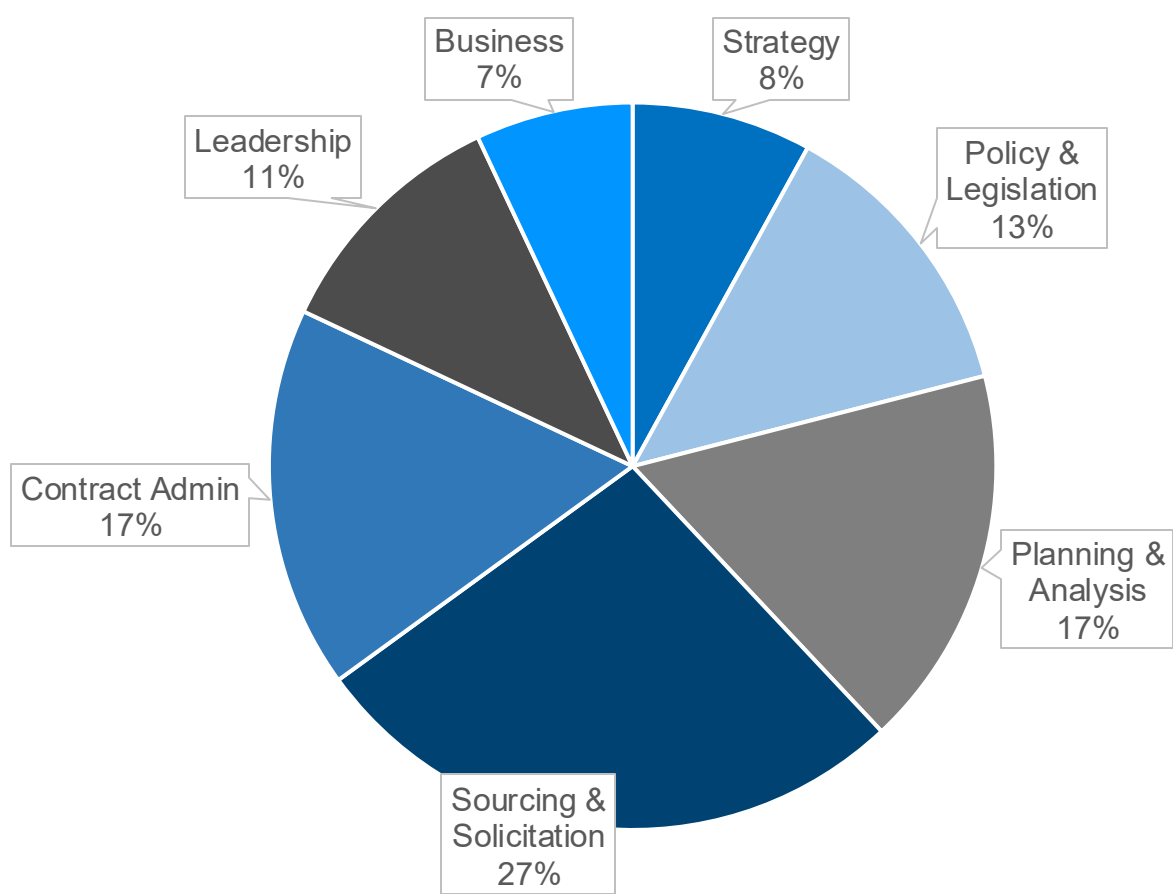
NIGP-CPP: Exam Content Aligned By Module

NIGP-CPP Focus Area	# Competency Technical Statements	# Statements in Module A	% of Module A	# Statements Module B	% of Module B
Strategy	4	2	8%	2	12%
Policy, Legislation	6	3	13%	3	17%
Planning & Analysis	5	4	17%	1	5%
Sourcing & Solicitation	6	5	27%	1	1%
Contract Administration	5	3	17%	2	5%
Leadership	11	2	11%	9	38%
Business Principles	6	1	7%	5	22%
	43	20	100%	23	100%

NIGP-CPP:

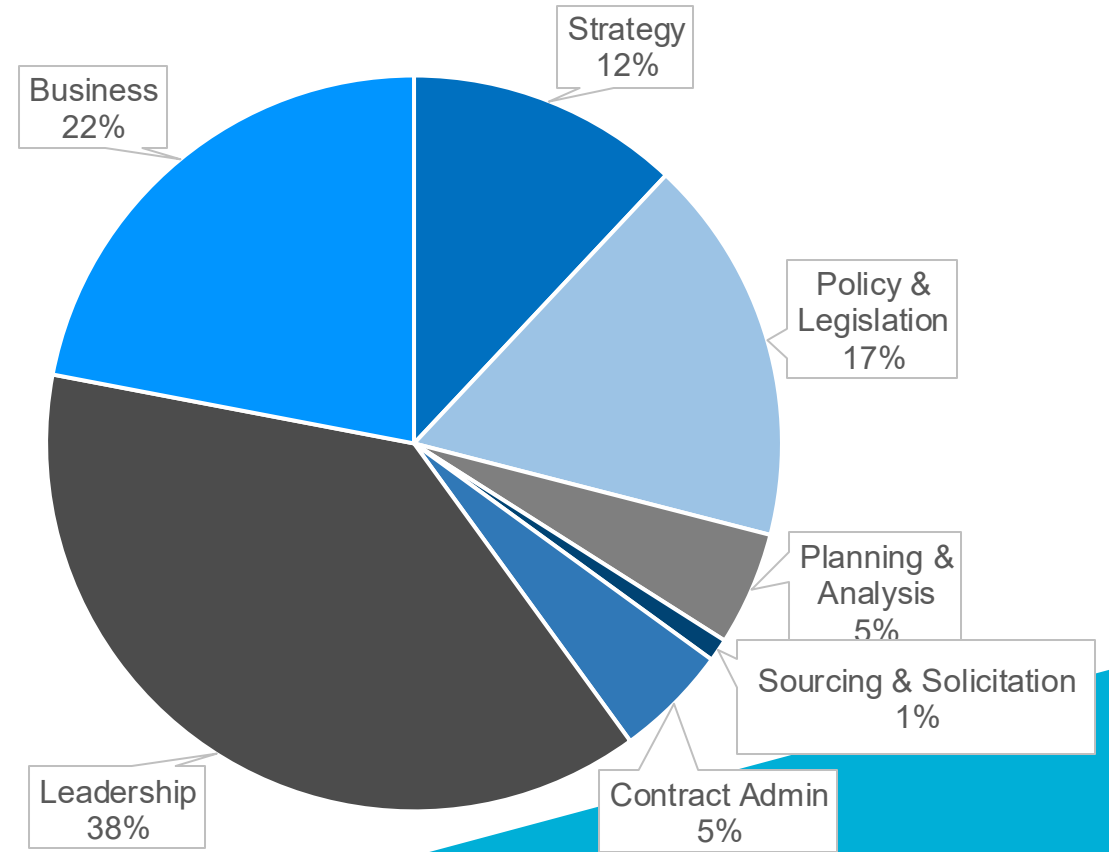
Exam Content for Module A

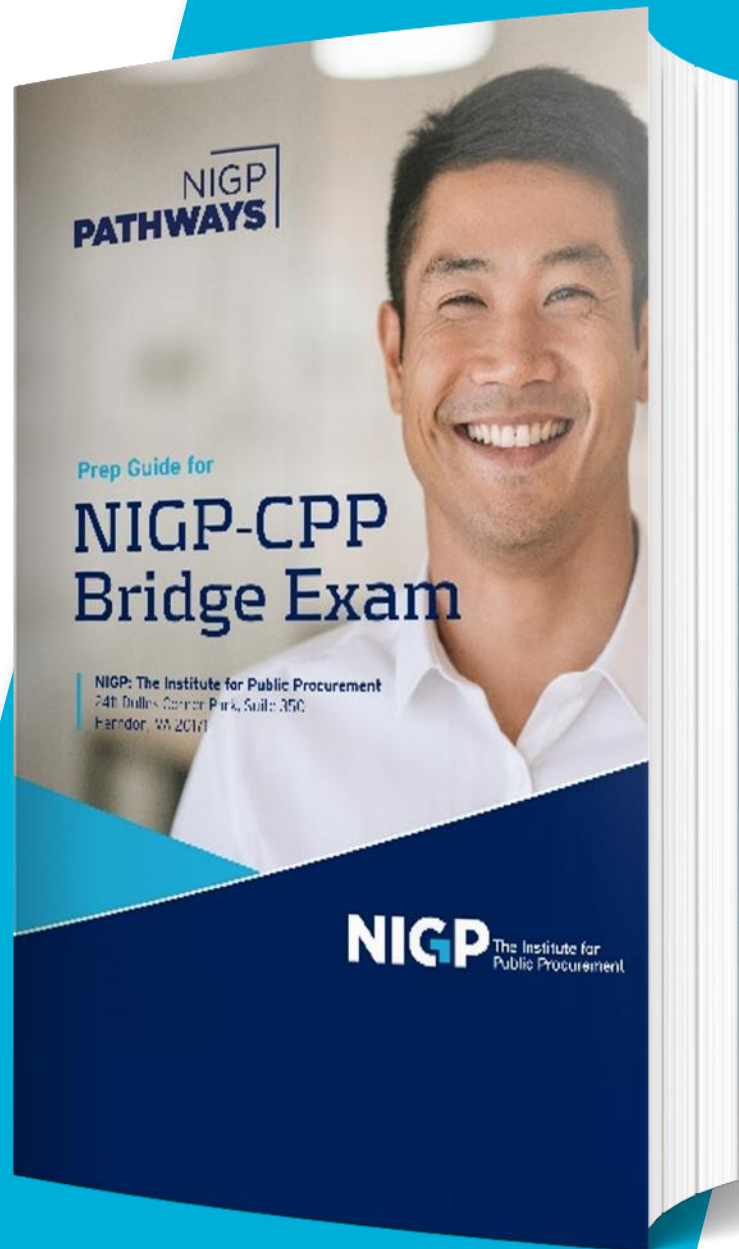
61% on Procurement Techniques



Exam Content for Module B

72% on Leadership, Business, Strategy





04 Take Advantage of Prep Options

Digital Prep Guide

\$35-\$45 Per Module

04 Take Advantage of Prep Options

\$49 fee per module

Each module includes 150 scenario-based questions focused on competency statements

No time limits



Delivers immediate feedback on every question; instantly knowing if your answer is right or wrong and why

Provides customized report on strengths and weaknesses and recommends courses for developing the competencies

Utilize the assessment up to 4 times

Prep Courses Designed to Fit Your Needs

- ✓ Every format covers the same content and includes Practice Questions
- ✓ Every format includes the Digital Prep Guide
- ✓ Repeat once for free if Unsuccessful

04 Take Advantage of Prep Options

Instructor Led

Scheduled for 1-Day Per Module

Available In-Person or Virtually

\$195 Per Module

Blended: Self-Study & Instructor (4 Hrs)

Scheduled for 2 Weeks Per Module

Available Virtually

\$195 Per Module

Self-Study

Available Any Time, No Expiration

On-Demand Per Module

\$155 Per Module

05 How do maintain my NIGP-CPP?

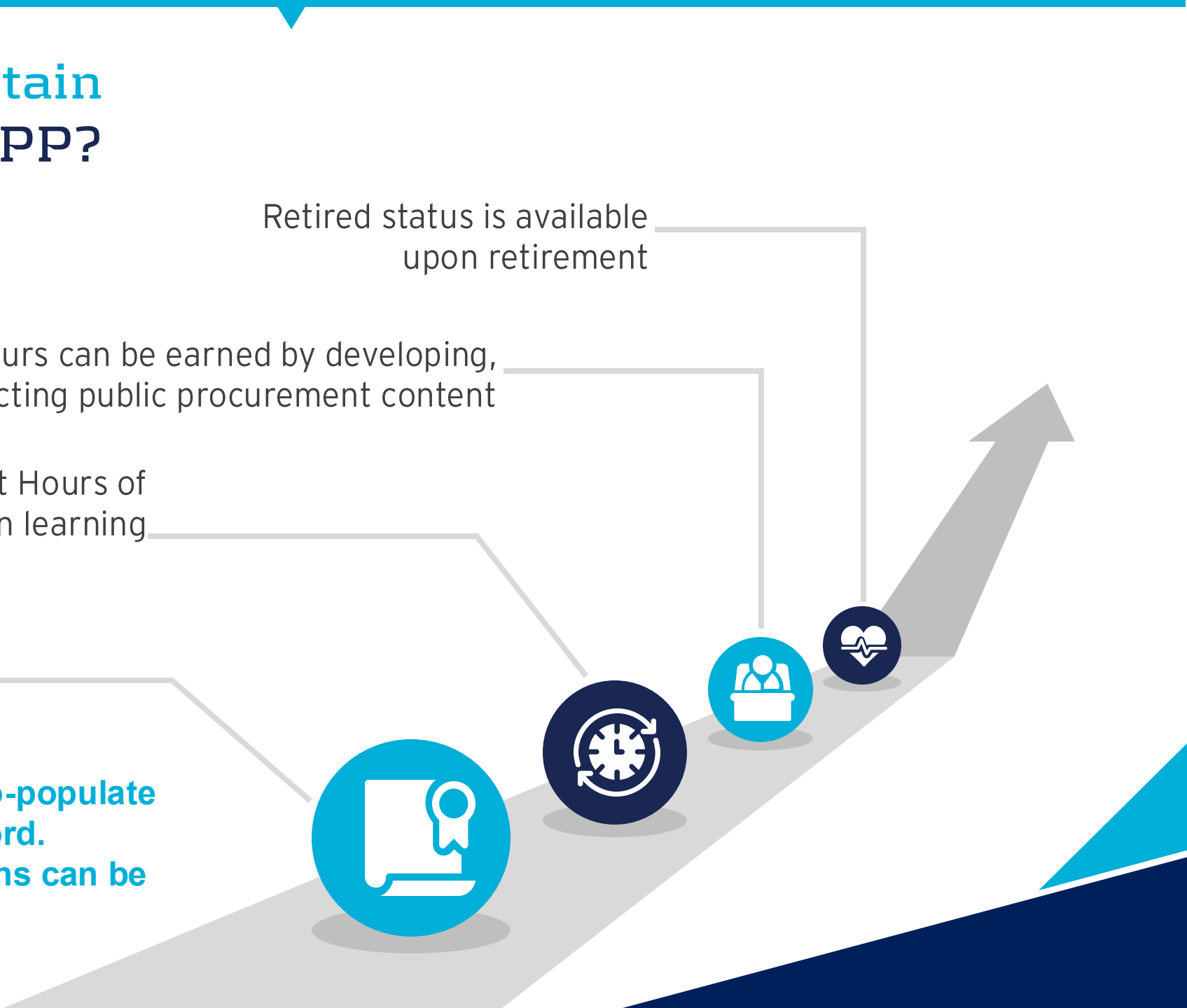
Retired status is available upon retirement

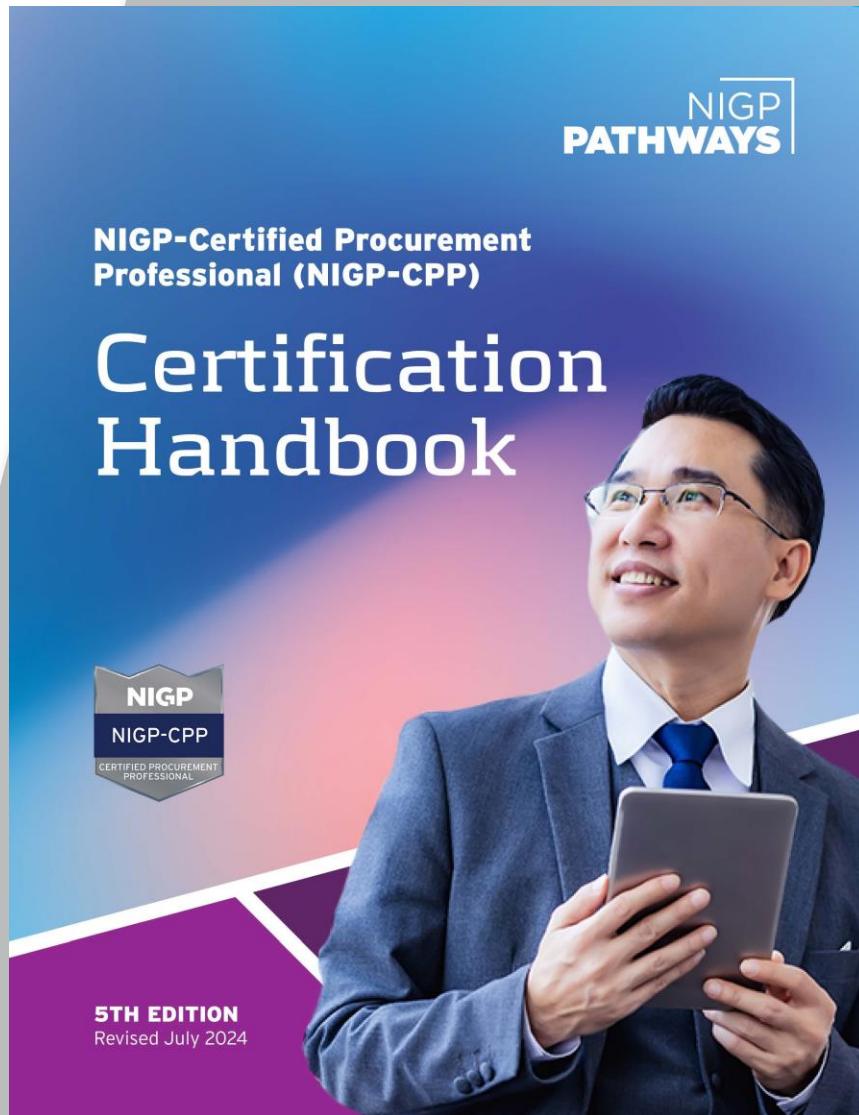
9 of the 36 Contact Hours can be earned by developing, teaching, instructing public procurement content

Earn minimum of 36 Contact Hours of continuing education learning

Recertify every 3 years

NIGP Courses and Webinars auto-populate into your certification record. Activities from other organizations can be uploaded manually.





The NIGP-CPP Certification Handbook

- ✓ About the NIGP-CPP Program
- ✓ Why Certify?
- ✓ Quick Reference Guides
- ✓ Exam Content
- ✓ Eligibility
- ✓ Application and fees
- ✓ Scheduling a test period
- ✓ Preparing for the exam
- ✓ Taking the exam
- ✓ Exam scores
- ✓ Re-certification
- ✓ Extenuating provisions
- ✓ Appeals
- ✓ Code of Conduct





New Pathways Concierge Program

Customized, complementary coaching services to help you reach your aspirational goals by suggesting a customized learning and credentialing pathway for your careers and mentoring you along the way.

Get Started TODAY!

Contact Cheral Manke Cheral.Manke@des.wa.gov
or Todd Slater at TSlater@nigp.org.

2022

Public Procurement
Compensation &
Retention Benchmark Study



Our Final Nudge

Certification status can increase earning potential.

Certified assistant buyers earn approximately \$57K, those without certification earn approximately \$46K.

For purchasing managers, those with certification earn approximately \$86K, while those without earn approximately \$75K

Questions/Comments

Director of Certification



Diane Daly



ddaly@nigp.org

Chief Executive Officer



Rick Grimm
NIGP-CPP



rgrimm@nigp.org

