



M4 CERTIFICATION //

Project Procurement Strategy for Sustainable Development





1 // OVERVIEW

This tutor-based online certification programme provides a holistic approach to **strategically align project procurement with broader sustainable development goals**. It fosters collaboration between project procurement specialists, trainers and project officers active in agriculture and rural development


M4 certification programme is part of the **BUILDPROC Phase II Initiative** led by IFAD and ITC ILO, aiming to promote strategic use of procurement as a tool to stimulate local market development, community empowerment, innovation and sustainability.


“Are you ready to obtain your M4 certification and become a certified strategic project procurement specialist?”




2 // WHY


WHY A CERTIFICATION PROGRAMME IN PROJECT PROCUREMENT STRATEGY FOR SUSTAINABLE DEVELOPMENT?

 In order for projects to meet the specific needs of the targeted rural communities and to fulfil the broader mission of sustainable rural development, strategic approach to project procurement is essential.

 Holistic approach will allow identify needs adequately, translate those needs into specifications, and procure goods, services, and works not only in the right way and at the right time but also contributing to local market development, rural community empowerment, sustainability and innovation.

 So that the project procurement function, which is on the critical path of development, does not become a bottleneck, but a real catalyst for resilience, inclusivity and long-term impact.

 Recognizing the need to strengthen the strategic use of procurement as a tool to foster market development, community engagement, innovation and sustainability, IFAD and ITC ILO have developed this forth certification programme for relevant project procurement officers and other interested project staff.

 It builds upon the knowledge, skills and attitudes acquired via M1, M2, M3 certification programmes and further enhances the capacities of project procurement officers.

3 // WHAT

WHAT WILL I BE ABLE TO DO?

Work with procurement experts and your peers to expand your international network, deepen your knowledge, access new resources, hone your skills, and apply them immediately to your own project procurement activities to be able to contribute to the achievement of broader development goals.

After the successful completion of M4 certification programme, you will be able to:



plan procurement strategically to incorporate sustainability, innovation and local benefits



conduct market studies to identify opportunities and challenges in local markets



design and implement strategies for engaging communities



develop procurement strategies that support growth and sustainability of value chains and innovative procurement



design procurement processes that prioritize inclusivity



develop and manage 4Ps initiatives that drive market development and innovation



apply TCO/LCC, rated criteria and CO2 emissions calculation methodologies in procurement processes to support sustainability goals

4 // CERTIFICATION

WHAT CERTIFICATION WILL I GET AS A SUCCESSFUL CANDIDATE?



-  You will obtain M4 certification, a certificate of achievement issued by ITCILO and IFAD once you have completed successfully the online programme requirements.
-  This certificate will demonstrate that you possess the right knowledge, skills and attitudes to use project procurement as the strategic tool to foster market development, community empowerment, innovation and sustainability.
-  By the end of the programme and in addition to earning your certificate, you will have reinforced knowledge, skills and attitudes necessary for strategic use of project procurement to achieve broader development goals and expanded your professional network - three great additions to your career and CV!



5 // WHY SHOULD I JOIN?

This M4 certification programme is delivered through distance learning and deployed on the ITCILO eCampus. It frees you from the classroom and gives you the flexibility to complete the learning modules at your own pace and complete the weekly assignments on your own schedule.

- IFAD directly and fully sponsors procurement officers in projects it funds for this edition of the M4 programme.
- The procurement and project management skills provided in the programme are essential skills for professionals working in the agriculture and rural development sectors and in international financial institutions funded projects.
- Project managers, IFAD and other relevant organizations that support and encourage their procurement officers to participate in the M4 programme also create the opportunity to review and improve a project procurement strategy and enhance the impact of the participants' projects.
- Successful participants receive a professional certification attesting their capacity to effectively plan and conduct strategic project procurement contributing to the achievement of broader development goals.
- The programme has been developed and is implemented by ITCILO experts, senior consultants who are procurement practitioners. Participatory activities include self-guided modules, live learning events, online discussions, hands-on assignments, individualized online coaching.
- Participants get permanent access to the M4 programme's eCampus portal, training materials and references.

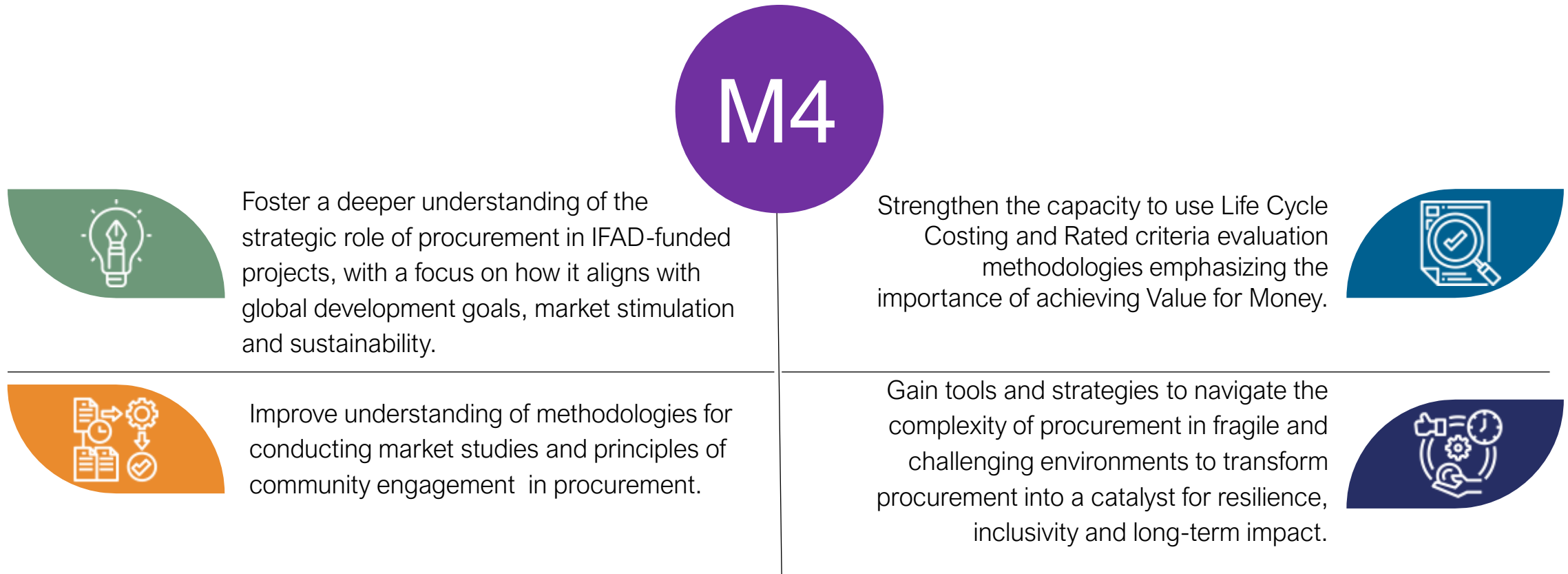
6 // WHO TAKES THIS COURSE?

- ✿ Procurement officers in IFAD funded projects;
- ✿ Procurement officers in Ministries of Agriculture or related ministries;
- ✿ Procurement officers active in agriculture and rural development sector;
- ✿ Project managers and coordinators;
- ✿ Project financial officers



7 // WHAT ARE THE PROGRAMME OBJECTIVES?

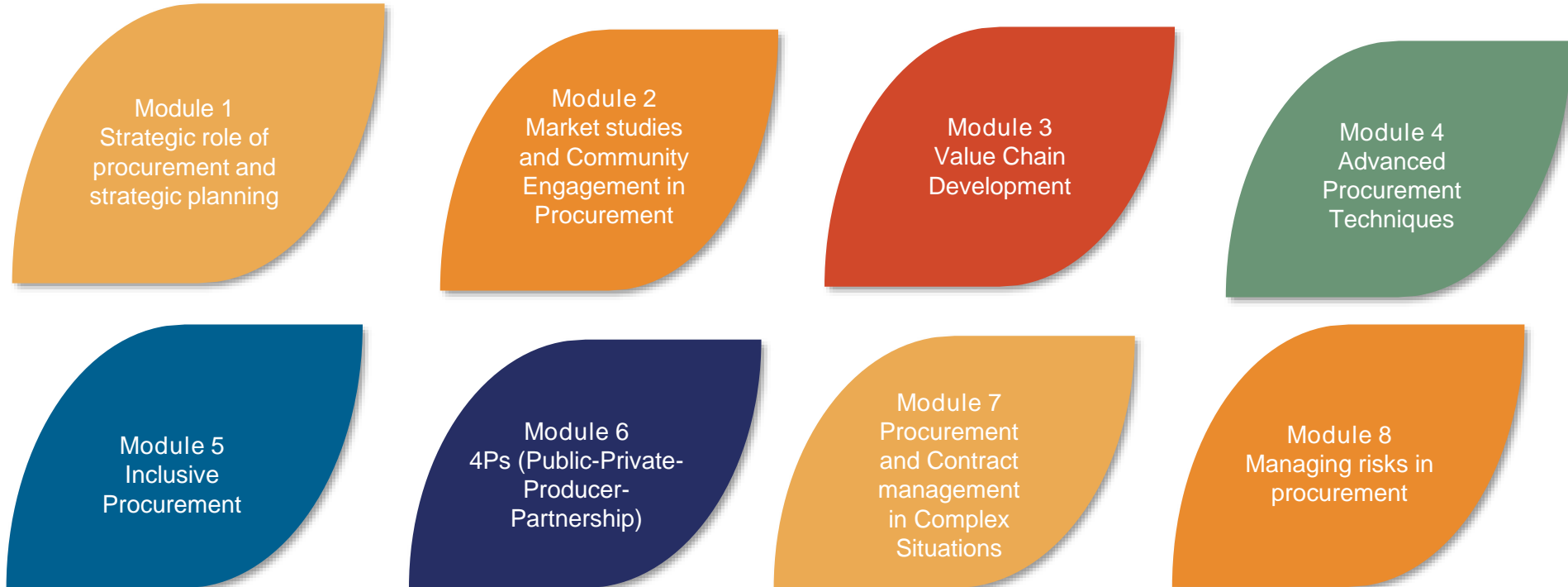
The training will serve the following four overall objectives:



8 // WHAT DOES THE PROGRAMME CONTAIN?

The certification programme is organized around the following weekly modules:

M4 WEEKLY MODULES



Overall, the programme contains **60 learning hours**, with an average of **7.5 h effort required each week**, of which 6 hours can be managed at your own pace and 1.5 hour is the weekly live learning event.



9 // WHAT APPROACH AND METHODOLOGY IS USED TO DELIVER THE ONLINE CERTIFICATION PROGRAMME?

WEEKLY MODULE
ENTRANCE



1. For each module, participants must first acquire **knowledge** of the subject matter through an interactive self-guided learning module that mixes readings, questions, quizzes, videos, lectures, case studies and tools



2. When participants feel comfortable with the **knowledge** they have acquired, they are required to take a knowledge test to ensure that they have grasped all the central elements of the learning module deployed.



3. Once participants have acquired the knowledge, successfully passed the knowledge test, they can put it into practice. To practice their new skills, participants work on weekly assignments under the supervision of a coach.



4. Through each module, the candidates are also led to reflect on the human, ethical and moral aspects, in other words, the **attitudes**, related to the strategic use of project procurement to achieve broader development goals. They elaborate on this dimension via the Reflection Journal on the e-campus, responding to a case study.



6. Every week, the experts organise one live learning event of 90 minutes, the only synchronous eLearning activity, to respond to participants' questions, concerns, to provide feedback or additional content. The important part of live learning events is the group discussions of real-life case studies from participants' work.

NEXT MODULE

10 // ASSESSING THE CERTIFICATION PROGRAMME CANDIDATES



- ✿ Each week, participants foster their practical skills for project procurement by submitting weekly assignments, these single pieces are assessed and graded by an e-coach all along the implementation of the programme.
- ✿ To obtain the **certificate of achievement** participants need to finalise all the self-guided modules, case studies as well as receive a grade above 60% for the knowledge tests and assignments for each of the 8 weekly modules of M4 certification programme.

11 // WHO IS BEHIND THE PROGRAMME?



The content experts behind this course are primarily ITCILO procurement specialists and international project and procurement consultants.

IFAD procurement specialists in Rome and in the regions have also contributed with their ideas, guidance and review of ITCILO work.



12// CONDITIONS TO PARTICIPATE

What are the academic requirements needed?

To be eligible to attend the M4 certification, you must have successfully completed the M1-M2-M3 certification programmes and be fluent in the language of the course (English, French, Arabic, Spanish).

What are the technical requirements needed?

For an interactive and successful learning experience, you need a computer with a good internet connection and speakers, as this course uses multimedia often.

How much does it cost?

Free for participants sponsored and appointed by IFAD through the BUILDPROC project.





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