

How to become a member of KISM:

1. Fill in the Registration Form inside this brochure, or download a Form from our website.
 2. Take copies of the supporting documents/certificates which will be necessary and attach them to your completed application. The documents required are Academic Certificates, Testimonials, Supporting letter from your Employer/College and Certificates of Membership of professional bodies.
 3. Enclose the membership fee appropriate to the class of membership for which you are applying. (Payment may be in the form of money orders, personal or company cheque or cash at our office). Receipts will be issued for all payments received.
- We will check testimonials, process your application and advise you of the outcome of your application within one month of receipt, advising you of the level of membership to which you have been admitted.

Membership Categories:

- Member** - Most Members will have achieved this class of membership by completing a recognised course of study through an accredited institution or examining body.
- Associate Member** - This class of membership is for experienced Supply Chain practitioners who have not obtained formal qualifications from a body as mentioned above. As-sociate members will be encouraged to undertake formal study and qualify for Member status.
- Student Member** - This class of membership is for those with little or no supply chain experience who are undertaking studies in supply chain management with an accredited institution.
- Affiliate Member** - This category is for individuals who have a strong interest in professionally managed supply chains but who do not wish to become professionally qualified themselves. Affiliate members can keep up to date with current thinking and trends and participate in influencing KISM policies. There are no entry requirements for this class of membership.
- Corporate Member** - Both private and public institutions and organisations are welcome to take up corporate membership so long as they support the ideals and objectives of KISM. They will have an important role to play in the development and running of KISM.
- Fellow** - This is awarded to existing members who show a record of outstanding achievement and competence in supply chain management.

Profile:

The Kenya Institute of Supplies Management is a professional body registered in Kenya under the Societies Act. It brings together all those engaged in activities that involve procurement and the management of supplies functions in Kenya.

Mission:

- * To promote the procurement and supplies management profession in Kenya.
- * To offer a forum in which supplies management professionals can meet, share experiences and discuss issues affecting the profession in practice.
- * To encourage publication of supplies management literature in the region and thus promote awareness and learning in this field.
- * To promote ethical practices in procurement and supplies management both in the private and public sector through a strict ethical code.
- * To encourage training for those interested in the profession and certify members who qualify through a well designed programme of study and. recognisable experience and contribution to the profession.
- * To offer consultancy services to client organisations.



**KENYA INSTITUTE OF
SUPPLIES MANAGEMENT**

**Corporate
Registration
Form**

Kenya Institute Of Supplies Management
P O Box 30400,
Nairobi 00100, Kenya

Tel: 2733540/7 Mobile: 0733 333226, 0721 244828
e-mail: admin@kism.or.ke Website: www.kism.or.ke

Kenya Institute of Supplies Management

Tel: 020 2733540
Fax: 020 2733550
e-mail: admin@kism.or.ke

P O Box 30400
Nairobi 00100
www.kism.org

To:

Date:

Dear

The purpose of this letter is to introduce the Institute to you and to invite you to apply for your organization to become a Corporate member of the Institute. Our Profile and Mission are set out on the reverse of this letter, along with details of the membership categories which are of particular relevance to members of your staff who may wish to take a part in individual membership.

We believe that the growth of KISM will have great benefits to Kenya. It will enable organizations employing purchasing and supply professionals to rely on the ethical conduct of their supply chain staff, and in turn will encourage individual purchasing and supply chain professionals to operate to the highest international standards and to progress in their chosen career.

As a corporate member you will be briefed on matters that are likely to be of interest to you by one of our Board members. You will be entitled and encouraged to make use of our facilities to match purchasing vacancies in your organization with our members who are considering a career change. We will lobby on your behalf on any matter within our scope of activities.

You are asked to nominate a contact person in your organization below. Please put forward the most senior individual whom you believe will take the most active part in the affairs of the Institution. Return the form to us as soon as you can, together with your cheque for Kshs 25,000/- as your first subscription.

We look forward to you joining us and to having you play an active part in the activities of your Institute.

Yours sincerely,

KISM Secretariat

Company name:

Postal address:

Physical address:

Tel:

Fax:

e-mail:

Please enroll us a Corporate Member of the Kenya Institute of Supplies Management. We enclose our cheque for Kshs 25,000/-. We undertake to promote the Mission of the Institute and to conduct our business in an ethical manner

Signed

DesignationDate