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| **EIPM OPEN COURSES SESSIONS – 2024** |

**REGISTRATION FORM**

Please fill-in this form (one per participant) and return it to Ms Natalia Savitcaia: [natalia.savitcaia@eipm.org](mailto:natalia.savitcaia@eipm.org)

**Participant information**

Ms  Mr First name:  Last name:

Email:  Phone:

Job title:  Company:

Address:

City:  Postal Code:  Country:

Unique Course Fee: € 1 400 **\*** - Select your courses!

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| ***Topics*** | ***Courses*** | ***2024 1st session*** | ***2024 2nd session*** |
|  |  | Start date – End date | |
| Category Strategy | Category Management | 05 – 19 Feb 2024 | 19 Aug – 2 Sep 2024 |
| Contract | Contract & Contract Management | 06 – 13 May 2024 | 28 Oct – 04 Nov 2024 |
| Cost | Cost Analysis | 22 – 29 Apr 2024 | 14 – 21 Oct 2024 |
| Cost Management | 26 Feb – 04 Mar 2024 | 09 – 16 Sep 2024 |
| Finance | Financial Risks | 21 – 27 May 2024 | 12 – 18 Nov 2024 |
| Innovation | Innovation | 11 Mar – 27 May 2024 | 23 Sep – 18 Nov 2024 |
| Leadership | Advanced Stakeholder Management | 03 – 17 Jun 2024 | 02 – 16 Dec 2024 |
| Leadership & Change in Procurement | 24 Jun – 01 Jul 2024 | 13 – 20 Jan 2025 |
| Transformation, Leadership & Strategy | On demand | On demand |
| Negotiation | Negotiation | 03 – 17 Jun 2024 | 25 Nov – 09 Dec 2024 |
| Soft Skills for Hard Negotiations | 08 – 22 Apr 2024 | 21 Oct – 04 Nov 2024 |
| Investment Project | Buying Investment Project | 18 Mar – 08 Apr 2024 | 04 – 18 Nov 2024 |
| Purchasing | Fundamentals of Purch.: Inside Purchasing | 12 Feb – 04 Mar 2024 | 19 Aug – 09 Sep 2024 |
| Fundamentals of Purch.: Outside Purchasing | 11 Mar – 15 Apr 2024 | 16 Sep – 07 Oct 2024 |
| People, Process & Performance | On demand | On demand |
| Fifth Generation Purchasing | On demand | On demand |
| Risk | Risk Management | 18 Mar – 02 Apr 2024 | 30 Sep – 07 Oct 2024 |
| Supply Chain | Decoding Supply Chains | 15 Apr – 06 May 2024 | 25 Nov – 16 Dec 2024 |
| SRM | Supplier Relationship Management | 29 Apr – 13 May 2024 | 12 – 25 Nov 2024 |
| Sustainability | Decarbonising Supply Chains | 19 – 26 Feb 2024 | 16 – 30 Sep 2024 |
| Sustainability | 2 Apr 2024 (Full day) | 14 – 21 Oct 2024 |
|  |  |  |  |
| The courses are available 15 days before the start dates and 15 days after the end dates mentioned in this table. | | | |

\**:* ***Prices are displayed free of VAT****.*

***Taxes will be applied according to the official regulations depending on your fiscal residence.***

Invoicing information

Company / Organisation to be invoiced:

Invoicing department contact:  Phone number:

Invoicing address:

City:  Postal Code:  Country:

Purchase Order number (if requested):  European VAT number:

**How do you wish to make the payment?**

amex_logo

**Credit Card Credit Card type**:   (Diners card not accepted)

**Credit card number:     /    /    /** Security code:  Expiration date:

**Card holder name:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bank Transfer**

**Bank transfer in Euros (€) payable to**

SAS EUROPEAN INSTITUTE OF PURCHASING MANAGEMENT

Bank: Crédit Agricole des Savoie – 2, Place de la Libération BP95 – 74160 SAINT JULIEN EN GENEVOIS – France

IBAN: FR76 1810 6000 3434 1626 7405 008 – SWIFT Code: AGRIFRPP881 – European VAT number: FR 913 930 946 28

**IMPORTANT: Please specify the Invoice number when making the transfer.**

Payment terms

* Once the invoice is issued, the Company/participant is contractually obligated to pay the fee upon receipt of the invoice.
* Please note that, to be admitted, all fees are due and fully payable before the starting date of a course.

Cancellation / postponement policies

* Cancellations are accepted in writing up to 15 business days, prior to the scheduled course date. 50% of the course fees are refundable. After that date, the full course fee is payable.
* If you cannot attend the scheduled course, we can postpone your attendance, or we can accept a substitute participant. No fee is applied for postponements or replacement of a participant.
* Under exceptional circumstances, EIPM reserves the right to postpone a course to an alternative date.

General terms

* Travel, meals and accommodation expenses are not included in the training cost.
* The entire course material is provided under electronic format on the EIPM learning platform. Complementary training material is distributed to participants during the training session, together with a welcome kit.

Agreement

*I hereby confirm that I agree with the above terms and conditions.*

*Date*: Click to enter a date

*Signature:*