



National Association of Purchasing Management Northwest Indiana

National
Association of
Purchasing
Management

NEWSLETTER



www.napmni.org

October 2003

www.ism.ws

Marty Harper/NAPM-NI
Volunteer of the Year 2003
Donna Meeks, C.P.M., A.P.P.

CALENDAR

October 15, 2003, Wednesday

International Meeting- Fisher International
Import/ Export
Tiebel's Restaurant
US 30 & US 41
Scherville, IN

November 19, 2003, Wednesday

Navigating the ISM Website
Timothy A. Timm, C.P.M., A.P.P.
Valparaiso Country Club
2501 Country Club Road
Valparaiso, IN

January 21, 2004, Wednesday

AWMI Joint Meeting
Industry Outlook 2004
Center for Visual & Performing Arts
907 Ridge Road
Munster, IN

February 18, 2004, Wednesday

Negotiations
Michelle Kantor
Majestic Star Restaurant
1 Buffington Harbor
Gary, IN

March 24-25, 2004, Wednesday- Thursday

C.P.M./ A.P.P. Review with Dr. Russell Morey
Valparaiso University
College Ave.
Valparaiso, IN

March 24, 2004, Wednesday

Strategic Sourcing
Dr. Russell Morey
Strongbow's Restaurant
2405 US Hwy 30
Valparaiso, IN

April 21, 2004, Wednesday

Plant Tour- Sager Metal Strip
100 Boone Drive
Michigan City, IN
Rodini's Restaurant
4125 Franklin Street (US 421)
Michigan City, IN

May 19, 2004, Wednesday

Annual Meeting and Elections
Leadership 2004
Pam Hale, C.P.M.
Patio Restaurant
7706 Broadway
Merrillville, IN

Presidents Pen

Good Morning,

It seems I write better either late at night or early in the morning, so Good Morning sounds better as an opening when writing this article rather than Good Evening, plus it appropriate because it's 1:00 am now. I just got tired of Hi

Everyone - Oh well. Thank you everyone who attended the September 17th meeting at the Patio. It was good to see so many of your faces. We look forward to seeing many more faces as the season progresses. Our speaker, Johnny Campbell, gave us a motivating and educational presentation on how we can overcome the personal and professional obstacles created by change and emerge winners in our careers and personal lives. Thank you, Johnny.

Our next meeting is at Teibel's on Wednesday, October 15. Our speaker will be Fisher International; and the topic is Imports – Exports. I want to thank Debra Lopez for arranging the speaker for this dinner meeting.

This year NAPM-NI has started a few new fund generating ideas. The monies will go to the Scholarship and Training Fund. First, Charlie Ward raffled off a set of new irons at the NAPM-NI Golf Outing. Next, we started a ticket raffle at each meeting. The monies go to the fund, and the winner gets a gift certificate from the restaurant where the meeting is being held that night. Congratulations to Darrell Bottjen on winning the Patio gift certificate!! Please support this raffle throughout the year.

Next, I need to ask for everyone's help. This year we will be asking for volunteers to help with the many committees NAPM-NI has. I have listed the committees and their contacts – please help us make this organization better for you. Volunteer for just one committee. That's how it started with all of us – your Officers and Board members. You will truly be appreciated and get satisfaction of a job well done. Remember - teamwork is the key to making this organization work. You are a member, so you are part of this team.

- ◆ Scholarship Committee
Milton Reed – Chairperson
- ◆ Marketing Committee
Pam Hale/Timothy Timm
- ◆ Buyer Trade Show Committee
Milton Reed - Chairperson
- ◆ Marty Harper Award Committee Pam Hale, 1 Board member, former recipient Donna Meeks & 1 non-board member

- ◆ Golf Outing Committee
Charlie Ward ?
- ◆ Election Committee (Officers/Board)
Pam Hale (April, 2004)
- ◆ Programs Committee
Pam Hale (April-May, 2004)

After the September meeting, your Officers had a short Board meeting. We voted in six new members. I would like to welcome these members to NAPM-NI; and I hope to see you at the next meeting in October.

- ◆ James Grossmann
ISG - East Chicago- Op Buyer
- ◆ Roger D. Mullins
ISG - East Chicago- Raw Mat Buyer
- ◆ Marcia Autry
ISG - East Chicago- Op Buyer
- ◆ Mike Harreld
ISG - East Chicago- Buyer
- ◆ James Belongia
ISG - East Chicago- Buyer
- ◆ Chuck Mauder
ISG - East Chicago- Buyer

Next, please read your newsletter – it's packed full of information. Timothy Timm has done an outstanding job – publishing a monthly newsletter and updating our website with the latest information is very time consuming. Tim, THANK YOU SO MUCH!!

Finally, I hope to see more of you at the October meeting. So when Sharon sends out the monthly meeting reminder, go to the website and make your reservation right then and there. Take care, everyone.

Pam

ISM NATIONAL BOARD NEWS

The 2003-04 ISM National Board of Directors met on August 22, 2003, in Chicago. At the meeting, the Board:

Approved the changes to the regular membership of affiliated associations definition in the ISM Bylaws and the quorum necessary for transaction of business at the meetings of the Board of Directors. The ISM membership

will vote on the changes to the Bylaws at the Wednesday, January 14, 2004, Annual Membership Meeting.

Approved an increase of \$10 to the National ISM Regular Member dues and the Direct National Member dues effective with dues payable after January 1, 2005.

Copies of the minutes and appendices from the August 2003 Board of Directors meeting are available through the Members Only section of the ISM Web site by selecting Association Governance, at www.ism.ws; or by contacting Janis Kellerman, ISM, P.O. Box 22160, Tempe, AZ 85285-2160; telephone 800/888-6276 or 480/752-6276, extension 3023; e-mail jkellerman@ism.ws. The 2003-04 Board will meet in Tempe, Arizona, on Wednesday, January 14, 2004.

The Annual Membership Meeting will also be held on January 14, 2004, at ISM Headquarters in Tempe, Arizona.

The 2004-05 ISM Board will meet immediately following the Annual Membership Meeting.

Scholarship Golf Outing

Our annual Scholarship Golf Outing was a success thanks to the efforts of all our volunteers and their Chair, Charlie Ward. The weather couldn't have been better, and a great time was had by all. Thank you to all the supporters and sponsors who make this event possible each year.



Charlie Ward, Scholarship Golf Outing Chair
and Pam Hale, NAPM-NI President
At 2003 Golf Outing VCC

October Meeting

Our October meeting will be held on Wednesday October 15th, 2003 at Tiebel's Restaurant, US 30 & US 41, Schererville, IN Meeting Schedule: Networking at 5:30PM, Dinner at 6:00PM, Speaker 7:00PM. A representative from Fisher Internation will be giving a presentation on Import/Export. In this day of global purchasing you won't want to miss this meeting. Go to our web site now and make your meeting reservations.

September Meeting Recap

The meeting location was at the Patio Restaurant in 7706 Broadway in Merrillville. The speaker was Johnny "Transition Man" Campbell. Johnny who talked on "Purchasing Your Dreams". Johnny is president and founder of Speak On IT, in Chicago. His company helps individuals and companies mentally condition themselves for change in order to achieve the success they desire. In this day of downsizing which one of us could not help in overcoming obstacles created by change and emerge as winners in their careers.

Johnny made us all think about our lives and the constant changes we see and experience every single day. His "Transition Man" attire, complete with red cape caught our attention from the start, and he held it with his insights throughout his presentation. During his talk he outlined his five principles for success in life. If you were not there, read them and take them to heart.

- ◆ A good life is not what you hope it will be, it is what you *perceive* it to be.
- ◆ Your internal beliefs *control* your external beliefs.
- ◆ In life there is no such thing as *luck*. Success is a process and so id failure. Learn the process for your Success in life and you will always be "lucky".
- ◆ Your ability to accomplish your goals are a *direct result of your life self-perception*.
- ◆ A successful life is built upon taking risk. Whether you take the risk to pursue your dreams or do nothing at all... you are still

taking a risk. *Take the risk and lean forward towards your dreams.*

Things we may not think about in our busy everyday life, but realities just the same. We have to learn to take those risks openly every day, and not succumb to “**change**”. We are all just in different phases of transition! Life and success are all about the way we look at things, is the glass half full or half empty?

C.P.M., A.P.P. Review

March 24 & 25, 2004, Dr. Russell Morey, C.P.M. will be presenting a two day, four module certification review for our affiliate. This is an in depth, fast paced, beneficial way to prepare yourself for your exams. Areas covered will be, Purchasing Process, Supply Environment, Value Enhanced Strategies and Supply Management. We are looking into having the testing available the weekend after the seminars. Please make your calendars and plan to attend if you are considering advancing your job potential by taking your exams. More information will be forthcoming. Dr. Morey will also be presenting at our March educational meeting on Strategic Sourcing.

FAQs

Q: How do I document my work experience for the C.P.M. and A.P.P. applications?

A: We ask for documentation of employment in ONE of the following ways (they are listed in order of preference):

- Letter from your supervisor verifying job title, dates of employment, and job duties. This person does not have to be currently employed with the company you both worked at. He/she just needs to have been your supervisor at the time of your employment.
- Signed job description from the company (usually HR department) which includes your dates of employment.*
- Letter from a co-worker or supplier who can verify your job title and job duties and dates to the best of his/her ability.

*If you currently work for, or have worked for a family-owned business, work experience

documentation should include at least one additional letter from an external organization with whom you worked on supply management related issues.

All documentation needs to have the following:

- Name
- Dates of employment
- Job title(s)
- Job description for each job title
- Signature of supervisor or company representative, his/her job title, and his/her contact phone number.

Résumé and business cards are not accepted by ISM as proof of employment.

Q: How do I register for and schedule my C.P.M. or A.P.P. Exams?

A: All of our computer testing is done at Prometric Testing Centers and can be scheduled at your convenience.

The first step is to contact ISM to register. Registration is available online at <http://www.ism.ws/certification/examregistration.cfm>. You may also register by mail, fax (480/752-7890), or phone (800/888-6276 or 480/752-6276, extension 401).

Domestic examination fees are \$120 per module for ISM members and \$160 per module for nonmembers. International examination fees are \$165 per module for ISM members and \$200 per module for nonmembers. Payment is due at the time of registration.

Your registration is valid for one year, during which time you may contact Prometric to schedule an appointment to test.

Once you are registered, you will receive a detailed confirmation letter from ISM with instructions on how to schedule an exam appointment via Prometric's Website: www.2test.com.

Ethics and Certification

"If it is not right do not do it; if it is not true do not say it." Marcus Aurelius

If you are unsure of what you should do in a situation, ask yourself:

How would I feel if my actions made the front page of The New York Times or were the top story on the evening news? If you don't want to see your actions displayed in one of those

venues, make a different choice. Supply managers are in the unique position of having to make ethical choices routinely. Those choices are a reflection on the profession as a whole. If you have to question what you are doing, then it might not be appropriate - make the right choice.

Ethical Scenario #1:

Q: What would happen if candidates for one of ISM's certification programs have passed all the required exam modules but do not yet have the necessary work experience to apply for certification/accreditation? For example:

- Candidate asks supervisor to sign a letter stating work experience he/she does not have.
- Candidate works for family's business and asks a relative to falsify his/her work experience in order to meet the certification requirements.

A: Every candidate signs an ethical statement on his/her certification application indicating that all of the information provided is true and accurate. The candidate also gives ISM authority to make any and all inquiries necessary to validate the information provided with each application. The penalty for knowingly submitting false documentation can be denial of certification for at least five years. In addition, the candidate would need to retake all required exam modules. These penalties may also apply to the person who is writing or signing the letter for the candidate. If the person signing the falsified document is also a C.P.M., or plans to become one, he/she can face the same five year penalty, revocation of certification, or invalidation of test scores.

Ethical Scenario #2:

Q: What if supply manager "X" is pursuing his/her designation and takes an exam module; X then decides to help his/her friend who is also preparing to take the exam by giving specific exam question information to his/her friend? After all, the exam isn't easy.

A: The exam is not meant to be easy, rather its intent is to measure a candidate's knowledge and his/her ability to apply that knowledge in new ways. When you sign up to take the exam, there is an ethics statement that you must sign, acknowledging that you will maintain the confidentiality of the exams and not disclose examination questions, information, or

materials. Supply manager X risks not only his/her ability to be certified but also that of his/her friend. ISM has invalidated exam scores in the past and delayed certification for five years in a similar case.

The following is a link to ISM's Principles and Standards of Ethical Supply Management Conduct:

<http://www.ism.ws/ISMMembership/PrincipleStandards.cfm>

Coming Soon! Ethics Online Course - FREE

Ethics: A Behavioral Awareness Tool

Understanding and applying principles and standards of supply management conduct underscores the behavior of every supply management professional. As a supply professional, you have a responsibility to be a leader in ethical standards. Use this course to practice ethical decision making skills and test your response to situations and ethical dilemmas.

This self-paced course was developed in concert with ISM's Ethical Standards Committee and will acquaint you with ISM's Principles and Standards of Ethical Supply Management Conduct with Accompanying Guidelines.

Course # 3954 Earn 1 CEH

For more information on this and any other ISM Knowledge Center course, <http://www.ism-knowledgecenter.ws/>.

WHERE'S THE ECONOMY HEADED IN 2004?

Find out if we're out of the woods and in a full-blown recovery. Witness ISM's semiannual forecasts and gain an insider's perspective of the economy. The Sixth Annual ISM Economic Summit is December 9, 2003, at Chase Manhattan Plaza, New York. This is an executive program and includes a special discount when you bring your organization's CEO or CFO. Complete program information is available online at www.ism.ws/Conferences/EconomicSummit1203.cfm.