

SPO ALERT

Date: 2/24/2021

To: State Agencies

From: State Procurement Office

Re: Supplier Communication Training

Supplier Communication				
Course	Session	Date	Time	Location
Supplier Communication	ADSUCOM101	3/26/2021	10:00 am - 12:00 pm	Virtual
<p>Please join us for an upcoming training on Supplier Communication!</p> <p>Content Description:</p> <ul style="list-style-type: none">• Explore how to ensure suppliers are delivering in accordance with their contract requirements, and take steps to improve supplier performance when needed.• Discuss consequences, such as Stop Work Order, Termination for Default, etc.• Keep it simple, learn communication strategies to use in a solicitation vs contract. <p>Target Audience: Chief Procurement Officers, Procurement Managers, Requisitioners, and Buyers</p> <p>To register for a webinar visit TraCorp (https://adoa.server.tracorp.com), and login:</p> <ol style="list-style-type: none">1. Click on Assigned Content2. Type in the course number in the search field3. Click on the down arrow next to the search box and select, "Entire Catalog"4. Click on the search button, Magnifying Glass icon5. Click on the search result6. Click on the "Register" button <p>Users will receive an email with Webex registration information. If there are any questions, please feel free to contact Joe Stubblefield, <i>SPO Training Administrator</i> at joe.stubblefield@azdoa.gov.</p>				