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## Overview

This standard is about the skills and knowledge needed for you to identify and develop potential working partnerships for working in the food and drink supply chain.

A working partnership between businesses along the food and drink supply chain is more than a supplier, customer, stakeholder relationship. It is an assurance where the partners commit to a strategic and operational working partnership. Working partnerships, along the food and drink supply chain, are important to the building of new opportunities, reducing costs, improving quality and creating a greener more sustainable food and drink business. It is also a key component in the deployment of continuous improvement and excellence strategies.

You will need the skills and knowledge to initiate a potential working partnership including identifying a partnership opportunity, ensuring it is aligned to the organisational strategy and building a business case. You will also need the skills and knowledge to negotiate terms and conditions of the partnership and drive the work in line with agreed plans, milestones and timelines.

This standard is for you if you work in food and drink manufacture and/or supply operations and are involved in identifying and developing potential partnerships in the food and drink supply chain.

## Performance criteria

*You must be able to:*

### **Identify potential partnerships**

1. determine the different activities carried out by the food and drink business including those feeding into and out of the main function
2. liaise with colleagues to determine key activities or areas of the food and drink business where a working partnership with an external business may be of value
3. establish a business case, determining if and where the working partnership could open up opportunities for the food and drink business
4. confirm the potential partnership is aligned to the food and drink business development plans and strategy for excellence

### **Develop working partnerships**

5. initiate contact with a potential working partner using effective communication methods
6. negotiate a partnership agreement including the objectives and terms and conditions of the partnership
7. confirm the working partner's culture and values are shared and known across each organisation
8. identify how information technology, systems and procedures within each partnership organisation can be aligned to make working more efficient and effective
9. agree on a development plan including timeline and milestones
10. communicate to all colleagues their role and contribution to the working partnership
11. work with colleagues to maintain the outcomes of the project plan
12. make sure the work of the partnership is to the advantage of the food and drink business
13. check colleagues are kept informed of changes brought about by the working partnership
14. use the working partnership to identify additional opportunities for your food and drink business

## Knowledge and understanding

*You need to know and understand:*

1. the methodologies for mapping the activities of a food and drink business
2. how to identify an improvement activity or opportunity where a working partnership would be required to fulfil the activity or opportunity
3. why it is important to ensure that activity and projects carried out between working partners is aligned to the food and drink business development plans and strategy
4. how working partnerships can contribute to a continuous improvement excellence strategy
5. the methods, systems and information technology available to liaise with colleagues across yours and partner organisations and how to use them
6. the organisational requirements to be adhered to when dealing with external organisations and why it is important to follow them
7. how to negotiate to the best advantage of your food and drink business
8. why it is important to establish the objectives, terms and conditions, timelines and milestones of the partnership and how to do this
9. why it is important to align the working partners shared culture and values and how to do this
10. what the benefits and challenges of aligning partners working information technology, systems and procedures are
11. how to address obstacles to change and why it is important to do so
12. how to adhere to organisational requirements for managing change and why it is important to do so
13. why it is important to conduct yourself in a way that promotes trust, respect and a positive image for the food and drink business
14. why it is important to ensure all colleagues understand their roles and contribution to the working relationship and how to do this
15. the importance of continuous improvement and the identification of new opportunities and innovative activities when working with partner organisations

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Identify and develop potential partnerships for working in the food and drink supply chain



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