Airport Vendor Management Training Course

Professional Development Training Course Outline

Category	Aviation and Airport Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Airport Vendor Management is a strategic function that ensures suppliers, contractors, concessionaires, and service providers consistently deliver safe, compliant, cost-effective, and high-quality services across the airport ecosystem. As airports continue embracing digital transformation, sustainability, passenger experience enhancement, and operational resilience, effective vendor governance has become essential for maintaining regulatory compliance, optimizing procurement performance, reducing operational risks, and strengthening stakeholder collaboration. Airport Vendor Management Training Course equips professionals with modern vendor lifecycle management practices, contract administration techniques, supplier performance monitoring, aviation procurement strategies, service level agreement (SLA) management, and airport operational excellence.

Participants will explore international best practices in airport vendor selection, supplier risk management, contract negotiation, vendor performance analytics, ESG compliance, cybersecurity requirements, quality assurance, and continuous improvement frameworks. Through practical case studies, real-world airport examples, and interactive learning, participants will develop the skills required to establish transparent vendor relationships, enhance procurement efficiency, improve operational continuity, and support sustainable airport growth while aligning with ICAO standards, aviation regulations, and global procurement best practices.

Programme Curriculum

Airport Vendor Management Training Course

Introduction

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Course Objectives

Upon successful completion of this course, participants will be able to:

1. Develop strategic airport vendor management frameworks.
2. Apply modern supplier evaluation and selection techniques.
3. Strengthen contract negotiation and administration capabilities.
4. Implement vendor performance measurement using KPIs and SLAs.
5. Enhance procurement transparency and governance.
6. Identify and mitigate supplier operational risks.
7. Integrate digital procurement and vendor management technologies.
8. Improve regulatory compliance across vendor operations.
9. Strengthen stakeholder engagement and supplier collaboration.
10. Promote sustainable and ESG-focused vendor management.
11. Optimize airport operational efficiency through supplier excellence.
12. Improve cost control and value-driven procurement decisions.
13. Develop continuous improvement strategies for airport vendor performance.

Organizational Benefits

- Improved supplier accountability.
- Stronger procurement governance.
- Enhanced regulatory compliance.
- Reduced operational disruptions.
- Better contract performance.
- Increased cost efficiency.
- Improved vendor relationships.
- Enhanced passenger service quality.
- Stronger operational resilience.
- Sustainable procurement practices.

Target Audiences

- Airport Procurement Managers
- Supply Chain Professionals
- Contract Managers
- Vendor Relationship Managers
- Airport Operations Managers
- Finance and Commercial Officers
- Quality Assurance Professionals
- Government and Aviation Regulatory Personnel

Course Duration: 5 days

Course Modules

Module 1: Airport Vendor Management Fundamentals

- Airport vendor management principles
- Vendor lifecycle management
- Procurement governance frameworks
- Supplier relationship management
- Airport vendor compliance requirements
- Case Study: Vendor governance framework at Singapore Changi Airport

Module 2: Supplier Selection and Procurement Planning

- Supplier qualification processes
- Vendor evaluation criteria
- Tendering and bidding procedures
- Procurement planning strategies
- Ethical sourcing practices
- Case Study: Heathrow Airport supplier procurement modernization

Module 3: Contract Management and SLA Administration

- Contract development techniques
- Service Level Agreement management
- Contract monitoring tools
- Performance obligations
- Contract renewal strategies
- Case Study: Dubai International Airport contract performance management

Module 4: Vendor Performance Measurement

- Key Performance Indicators (KPIs)
- Vendor scorecards
- Supplier audits
- Quality assurance systems
- Continuous performance improvement
- Case Study: Schiphol Airport supplier performance monitoring

Module 5: Vendor Risk and Compliance Management

- Supplier risk assessment
- Regulatory compliance monitoring
- Cybersecurity and data protection
- Business continuity planning
- ESG compliance requirements
- Case Study: Hong Kong International Airport supplier risk management

Module 6: Digital Vendor Management Solutions

- E-procurement systems
- Vendor management software
- Procurement analytics dashboards
- Artificial Intelligence applications
- Digital document management
- Case Study: Hamad International Airport digital procurement transformation

Module 7: Supplier Relationship and Stakeholder Engagement

- Vendor communication strategies
- Conflict resolution techniques
- Collaborative partnerships
- Supplier development initiatives
- Negotiation best practices
- Case Study: Dallas/Fort Worth International Airport supplier engagement program

Module 8: Continuous Improvement and Strategic Vendor Management

- Procurement performance benchmarking
- Innovation in vendor management
- Cost optimization strategies
- Sustainability initiatives
- Future airport procurement trends
- Case Study: Incheon International Airport strategic supplier excellence program

Training Methodology

- Interactive instructor-led presentations
- Practical airport vendor management workshops
- Group discussions and collaborative learning
- Global aviation case study analysis
- Procurement simulations and role-playing exercises
- Contract review and negotiation exercises
- Vendor performance assessment activities
- Risk management scenario analysis
- Digital procurement system demonstrations
- Action planning and knowledge assessments

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com