NWUPC
North Western Universities Purchasing Consortium
Delivering value through responsible procurement

Dear Category Group Member,

Welcome to the NWUPC Category Group. This member's pack has been developed tosupport you to undertake your role as a Category Group member. The pack includes;

- A history of NWUPC
- An introduction to Category Groups
- Terms of Reference – Category Group
- Terms of Reference – Category Group Members
- Terms of Reference – Category Group Chairs
- Terms of Reference – Heads of Procurement
- List of current Category Groups and areas of responsibility
- List of NWUPC staff
- A list of your Universities Category Group Members
- List of forthcoming Category Group meetings
- The NWUPC Strategy and Objectives

This will hopefully provide you with all the information you require to undertake your role effectively. It is a mark of confidence that you have been nominated to a Group, but there are also responsibilities, to disseminate information from the Group meetings and to reportyour institutions issues back to the Group. Regular attendance at the Category Group meetings is, therefore, vital to ensure that the Category Group makes the best decisions for all members. Category Group members must be a two- way channel of communication between their institution and the Group.

In addition to the information included within this pack there is also information within the NWUPC website at www.nwupc.ac.uk and the team at NWUPC are also available to offer support and assistance and answer any further questions that you may have. I do hope thatyou find the information contained within this pack helpful and prepares you to commenceyour duties as a Category Group Member.

Yours faithfully,

Julie-Ann Garton

Managing Director

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