INSTITUTE OF PROCUREMENT PROFESSIONALS IN RWANDA

IFPSM

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Membership Requirements

Pursuant to Law No. 017/2025 of 27/06/2025 governing the Institute of Procurement Professionals in Rwanda (IPPR), and in particular Articles 36,37,38 thereof, which provides for the categories and requirements for membership;

Further, in accordance with the Rules of Procedure of the Institute of Procurement Professionals in Rwanda (IPPR), as approved by the General Assembly on February 20, 2026, notably Articles 30 to 33, which determine the procedures and requirements for the registration of members;

The following requirements shall apply for registration as a member of the Institute of Procurement Professionals in Rwanda (IPPR):

1. A formal application letter addressed to the Chairperson of the Registration and Professional Development Committee;
2. A valid copy of a National Identity Card or Passport;
3. A valid extract from the criminal record
4. Proof of holding Professional Certification
   a) A Certified Procurement Professional CPP(R) issued by IPPR; or
   b) A recognized professional procurement certification issued by an Institute based in another country, provided that such institute holds full membership in the International Federation of Purchasing and Supply Management (IFPSM) or any other recognized professional body;
   c) Proof of reciprocity for foreign applicants
5. A detailed and up-to-date Curriculum Vitae;
6. Recent passport-size color photographs taken against a white background;
7. Proof of Payment of Application Fees of Ten Thousand Rwandan Francs (Frw 10,000). Payments shall be made to the Association of Procurement Professionals, Bank of Kigali Account No. 00049-07736270-27;
8. A duly completed and signed prescribed Code of Conduct form.

Application by a Legal Entity for Membership in IPPR

A legal entity applying for membership in IPPR shall comply with the requirements prescribed under the applicable laws and the Rules of Procedure, including the condition that it comprises at least one or more individuals who meet the requirements for individual membership as provided herein.

For more details contact: Mr. Emile KALINDA, via email: emile.kalinda@appr.rw or 0786199791.