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qualifications and standards
for excellence to the world”*



Level 2 Certificate

Logistics and Transport

The Level 2 qualification in Logistics and Transport is designed for students with limited experience in the logistics and transport sector but who would like to establish a career in the field. The course develops key skills and knowledge required for students to develop knowledge and understanding.



Course Breakdown

C Certificate Requirements

To gain the certificate you must complete:
2 mandatory units and a minimum of 6 credits from the optional units

* GLH - Guided Learning Hours

* UCV - Unit Credit Value

Mandatory Units

Logistics

GLH - 20 UCV - 2

- Understand the function of logistics
- Logistics activities used by organisations
- Effective contribution to a business in the logistics sector

Movement of Goods

GLH - 50 UCV - 5

- How characteristics of goods impact on handling process
- Concepts of route planning and scheduling
- Characteristics of modes of transportation
- The role of collection, storage and distribution
- Regulatory & enforcement bodies for movement of goods in own country

Optional Units - Certificate

International Trade & Freight

GLH - 50 UCV - 5

- Understand trade & freight
- How to identify goods to be traded
- How to obtain information on goods being traded
- Identify, select & recommend suitable modes of transport
- Identify instructions for goods to be transported
- Identify problems that can occur in international trade

Ports and Shipping

GLH - 20 UCV - 2

- Understand the function of ports and shipping
- Understand the role of ports and shipping
- Policies & procedures that affect ports & shipping
- Understand how to monitor ports & shipping

Supply Chain

GLH - 50 UCV - 5

- Understand supply chains across a range of sectors
- The roles of other organisations in supply chains
- Communication and information sources within a supply chain

Customer Service

GLH - 50 UCV - 5

- Principles of customer service
- Meeting the needs of a diverse range of customer types
- Policies & procedures for developing & maintaining effective relationships with customers
- The importance of evaluating levels of customer service

Purchasing

GLH - 50 UCV - 5

- Features of the procurement & purchasing function
- Stages of the purchasing process
- Concept of supply market information
- Monitoring supplier performance
- Importance of a contract in purchasing relevant to own country

Warehousing and Inventory

GLH - 50 UCV - 5

- Purpose & characteristics of inventory
- Understand how goods are received in a warehouse
- Understand key warehousing activities
- Health & safety arrangements in a warehouse environment

Health & Safety in a Warehouse Environment

GLH - 30 UCV - 3

- Legislation in warehousing & storage environments
- Legal requirements for storage & distribution of specific goods & materials
- How risk in the workplace affects roles & responsibilities
- Responding to incidents in the workplace
- PPE within a warehousing & storage environment

Level 3: Certificate & Diploma

Logistics and Transport

The Level 3 qualification in Logistics & Transport is designed for students with a minimum of 2 years experience in a logistics and transport related field, who wish to develop key knowledge in logistics and transport at supervisory management level. Students can acquire skills in specific areas of logistics and transport to support career development.



Course Breakdown

C Certificate Requirements

To gain the certificate you must complete:
2 mandatory units 1 optional unit

D Diploma Requirements

To gain the diploma you must complete:
2 mandatory units and a minimum of
25 credits from the optional units

* GLH - Guided Learning Hours

* UCV - Unit Credit Value

Mandatory Units

Logistics

GLH - 30 UCV - 3

- The importance of logistics
- Identify the factors that influence logistics
- The importance of appropriate requirements for the development, monitoring and control of logistics protocols

Transport Planning Operations

GLH - 90 UCV - 9

- The role transport plays
- Transport policy in relation to current legislation provided within own country
- Use of standardised transport equipment in logistics
- Links between transport planning & external influences

Optional Units

International Trade & Freight

GLH - 90 UCV - 9

- Strategies behind international trade and freight
- Planning process related to international trade & freight
- Operations involved in international trade & freight
- Different payment methods in international trade

Road Freight Operations

GLH - 90 UCV - 9

- The role of road freight in modern society
- The regulatory system for road freight
- The required information related to road freight
- Challenges that can occur whilst organising road freight
- Challenges that can occur in relation to security

Ports & Shipping

GLH - 90 UCV - 9

- The importance of different types of ports
- The role of shipping on an international scale
- Main aspects of port development
- Port infrastructure & equipment requirements
- Challenges of port operations

Inventory Process

GLH - 90 UCV - 9

- Inventory and the associated process
- Stock and the associated processes
- Financial value of holding inventory
- Understand inventory systems
- How modern inventory systems can improve stock control
- Techniques used to plan levels of stock

Warehouse Operations

GLH - 90 UCV - 9

- Principles and operations of warehouses
- Identifying factors affecting safe operations of a warehouse
- Financial & logistics aspects concerned in warehousing
- Producing a plan for the receipt & storage of goods
- Required equipment for warehouse operations

Supply Chain Management

GLH - 90 UCV - 9

- Understand the concept of a supply chain
- Importance of supply chain management
- Identifying risks encountered within a supply chain
- Understand the concept of lean within a supply chain
- Understand linkages within a supply chain

Secure Cargo

GLH - 8 UCV - 1

- Understand the relevant legislation, guidance & organisation requirements for securing cargo
- Secure cargo safely in a Port

Customs

GLH - 40 UCV - 4

- The role and function of Customs and Excise
- Customs terminologies and their use
- Documentation and procedures relating to the importation and exportation of goods
- Operational requirements of Customs and Excise

Level 5: Certificate & Diploma Logistics and Transport

The Level 5 qualification in Logistics and Transport is intended for students with experience working at management level within the logistics and transport sector and looking to progress to a senior management role. The course allows students to develop in order to support career development and operational management knowledge and skills.



Course Breakdown

C Certificate Requirements

To gain the certificate you must complete:
2 mandatory units and a 1 unit from the optional units

D Diploma Requirements

To gain the diploma you must complete:
2 mandatory units, a minimum of 20 credits from the optional units

* GLH - Guided Learning Hours

* UCV - Unit Credit Value

Mandatory Units

Logistics

GLH - 100 UCV - 10

- Principles behind logistics requirements of a supply chain
- Schedule logistics operations to meet customers' needs
- How to optimise the use of logistics operations
- Range of transport modes & use within logistics operations
- Use of technology within logistics operations
- Importance of improving the quality of logistics operations

Transport Management

GLH - 100 UCV - 10

- The nature & purpose of transport planning
- How historical & recent trends in land use affect transport planning
- How sustainability principles apply to transport planning
- Current trends & causes for transport demand
- Issues with the movement of freight

Optional Units

International Freight Management

GLH - 100 UCV - 10

- The discipline of air freight forwarding operations
- The discipline of sea freight forwarding operations
- Understand the concept of an agile port
- The discipline of multimodal transportation

Road Freight Management

GLH - 100 UCV - 10

- Role of road transport within a supply chain
- Standards & performance measurements
- Scheduling, quality of service & security methods associated with road transport
- Route planning conventions of road transport
- Management & the qualities & skills required
- Communication skills & successful decision making

Sea Freight

GLH - 100 UCV - 10

- Principles of sea freight management
- Legislation & regulations governing movement of shipping
- The role of shipping freight operations
- Different financial strategies found within the shipping industry

Air Freight

GLH - 100 UCV - 10

- The role of air freight management
- Understand how air freight movement is important to the global economy
- Importance of security & safety regulations & the impact of environmental legislation on the air industry
- Management of container usage in the air freight industry

Inventory

GLH - 100 UCV - 10

- The purpose of inventory management
- Fixed period & fixed quantity models of inventory control
- Impact of inventory management on the supply chain
- Inventory systems and the performance of stock systems
- Inventory management to minimise stock level

Project Management

GLH - 100 UCV - 10

- Principles of project management
- Identify and justify a management project
- Conduct research & analyse data to fulfil a project aim
- Understand how to monitor, review and evaluate a project

Supply Chain

GLH - 100 UCV - 10

- Competitive advantage from efficient management & control
- Impact of physical and information flows on the integration and harmonisation within a supply chain
- Why supply chains may not always function correctly
- Planning from a strategic & operational perspective
- How modern technology has impacted the supply chain

Ports & Shipping Management

GLH - 100 UCV - 10

- Importance of shipping and international trade
- How business strategy in shipping contributes to growth
- Port operations & effective container terminal management
- Concept of agile ports and the key characteristics
- Port development, the operating environment & evolution of a port

Warehousing

GLH - 100 UCV - 10

- Need & role of developing an appropriate warehouse policy
- Resource requirements of warehousing
- Basic concept of inventory & develop an inventory strategy
- Relevant legislation applicable to a warehouse
- Importance of technology advancements in a warehouse within the supply chain
- Financial systems within a warehouse



Pan Africa Skills & Consulting Ltd Brunei House,
3rd Floor, Witu Road off Lusaka Road
P.O. Box 16481-00100 Nairobi, Kenya
Tel: +254 20 2349816, 6530112, 6530122
Mobile: +254 (0)737 512 793, 0718 006 797
Email: info@panafricaskills.co.ke
Web: www.panafricaskills.co.ke



Rotterdam House,
116 Quayside,
Newcastle Upon Tyne,
Tyne and Wear,
NE1 3DY, United Kingdom

Tel: +44 (0)800 1422 522
Email: info@ioscm.com



www.ioscm.com