

**Specification of Competency Standards**  
**for the Logistics Industry**  
**Unit of Competency**

Functional Area - Cargo Transport and Handling

Title	Measurement of courier and express cargo weight and dimensions
Code	LOAFCT227B
Range	This unit of competency is applicable to freight forwarders, logistics companies, express companies and logistics service providers. Practitioners should be capable to check and measure the weight and dimensions of express cargoes under supervision when the shipper or consignee or its agent receive or deliver the cargoes.
Level	2
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess the basic knowledge of Courier and express cargo</p> <ul style="list-style-type: none"> <li>• Know the package requirements on courier and express cargo</li> <li>• Know how to use tools for measuring cargo weight and volume</li> <li>• Know the units used for measuring cargo weight and volume, and conversion of different units</li> <li>• Understand codes and abbreviations used by the express industry</li> <li>• Understand the content of shipper's instructions or relevant documents</li> <li>• Understand company's procedures of delivery and the inspection procedure</li> <li>• Understand the safety guidelines of cargo terminals or on heavy machine operation</li> <li>• Know how to record or input in the computer the weight and volume of cargo</li> </ul> <p>2. Measure the weight and dimensions of courier and express cargo</p> <ul style="list-style-type: none"> <li>• Confirm that the cargo to be checked is consistent with the document descriptions</li> <li>• Make use of equipment or tools to correctly measure the weight and volume of cargo</li> <li>• Record the cargo weight and volume on the document and input in the computer</li> <li>• Report to superior if there are any inconsistencies</li> <li>• Make use of the measurement equipment such as CCTV, photos, endorsement of truck driver, etc. to minimise disputes</li> </ul>
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>• Capable to measure and record correctly under supervision the weight and volume of cargo being shipped according to company's procedures and requirements</li> </ul>
Remark	