

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Cargo Transport and Handling

Title	Arrange documentations for cargo consolidation and coordinate air cargo consolidation
Code	LOAFCT304B
Range	This unit of competency is applicable to freight forwarders. Practitioners should be capable to handle documentation for air cargo consolidation and coordinate cargo consolidation when arranging air cargo delivery for different consignors.
Level	3
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge of air cargo consolidation</p> <ul style="list-style-type: none"> • Understand the concepts, characteristics, advantages and limitations of consolidation • Understand procedures and documentation required for consolidation • Understand the roles and responsibilities of different enterprises and stakeholders during consolidation • Understand the difference of master air waybill and house air waybill <p>2. Arrange for air cargo consolidation</p> <ul style="list-style-type: none"> • Prepare house air waybill for each individual batch of cargo • Prepare master air waybill for cargo to be consolidated • Arrange staff to work out the best cargo mix for consolidation by taking the following into consideration: <ul style="list-style-type: none"> ○ Whether the cargoes have anything in common such as their regions, arrival time and destinations ○ Whether they share the same flight ○ Making full use of the aircraft unit load device ○ Achieving the highest return with the best proportion of cargo weight and volume • Prepare cargo manifest for each individual batch of cargo • Deliver the cargo and related documents to the air cargo terminal and complete the delivery procedure • After the cargo has arrived, coordinate with the freight forwarder overseas to arrange for break-bulk of the cargo into batches with one house air waybill for each batch • After the cargo has arrived, obtain reply message from the consignee or freight forwarder overseas • Record the documents on file
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to arrange documentation and coordination for air cargo consolidation effectively; and • Capable to ensure that the arrangement comply with airline's delivery requirements
Remark	