

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Cargo Transport and Handling

Title	Handle special air cargo
Code	LOAFCT309B
Range	This unit of competency is applicable to airlines, freight forwarders or air cargo terminals. Practitioners should be capable to handle special air cargo effectively according to cargo types.
Level	3
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess basic knowledge of special air cargo</p> <ul style="list-style-type: none"> • Understand special cargo types and characteristics such as oversize goods, project cargo, human remains, frozen goods, valuable goods, etc. • Understand the customs clearance, import / export licenses and document arrangement for various types of special cargo • Understand the security, carriage, loading/unloading, and storage requirements for various types of special cargo • Understand the processing time requirements, work flow or procedures for various types of special cargo • Understand the work flow of document handling for various types of special cargo • Know about the ordinances or international treaties about special cargo carriage • Know about the insurance requirements for special cargo carriage • Know about air freight industry's standard with regard to the requirements and guidelines for special cargo • Understand the safety knowledge for handling special cargo <p>2. Handle special air cargo</p> <ul style="list-style-type: none"> • Check air freight industry's standard with regard to the requirements and guidelines for special cargo • Use suitable facilities and correctly load/unload or move special cargo • Check whether the special cargo is attached with the necessary documents or certificates. For example, human remains are attached with death certificates, medical or hygiene certificates • Examine the consistency of the attached labels, markings, documents, package or strip seals • Collect or deliver goods under superior's instructions according to checklist and company's operation policy • Correctly compile documents to be issued by company • Use suitable facilities to perform the delivery, parking or storage procedures for special air cargo • Arrange suitable space, location and environment for special cargo • Arrange suitable facilities and equipment to maintain the necessary environment for special cargo such as frozen environment or security requirements • Issue guidelines to remind consignee or next handling service of the equipment to be prepared • Record or examine the handling process and procedures • Report special condition to superior and keep documents on file
Assessment Criteria	The integrated outcome requirements of this unit of competency are:

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	<ul style="list-style-type: none">• Capable to point out the processing work flow and procedures of different types of special cargo correctly;• Capable to point out the documents and other special needs for different types of special cargo correctly; and• Capable to arrange appropriate facilities and equipment to maintain the necessary environment for special cargo
Remark	