

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Smart Logistics

Title	Formulate informative control plan for air freight process
Code	LOAFEL505B
Range	This unit of competency is applicable to enterprises related to air freight. Practitioners should be capable to apply modern information data systems to manage logistics operations flow, in the meantime, to allow the management staff to formulate control system to master relevant information effectively to cope with the operations strategies of the company.
Level	5
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess the knowledge relevant to the informative control plan in the air freight industry</p> <ul style="list-style-type: none"> • Understand the air freight process of the enterprise • Understand the industry and regulators' promotion and trend of using IT • Understand the capability that the business partners, customers, counterparts, regulators and government bodies have in handling electronic information, and the methods they use • Understand the operations conducted by all departments and staff of all levels of the enterprise during the process to release, receive, exchange, store and transform information • Understand the operations conducted by organisations and customers outside the enterprise during the process to release, receive, exchange, store and transform information • Understand the functions of the electronic information system for conveying and processing information, such as the intranet, the internet, telephone network, etc. • Understand the concept of web platform • Understand the concept of security for basic electronic information system • Understand the cost effectiveness of different methods to convey operational information • Master the concept of information control in management <p>2. Formulate informative control plan for air freight operation</p> <ul style="list-style-type: none"> • Consolidate information conveyed in the air freight operation of the enterprise into a flow chart • Communicate with electronic engineers of the company or the contractor and set up working groups for technical support • Standardise the operational procedures for using IT on information flows at all stages • Compile proposal on implementation of operation control plan on information flows in the air freight operation • Design training suitable for staff of the enterprise • Provide suitable information and workshop training to customers and related organisations
Assessment Criteria	<p>The integrated outcome requirement of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to conduct process analysis for air freight related enterprises, and master the process and procedures for receiving, releasing and handling information; and • Capable to establish IT system to receive, release and handle information effectively, and to streamline the process for doing so.
Remark	This UoC is split from the Logistics UoC LOCUEL502A