Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Smart Logistics

Title	Formulate the electronic data flow for relevant parties of the logistics industry
Code	LOCUEL504B
Range	This unit of competency is applicable to relevant logistics enterprises. Practitioners should be capable to optimise the electronic data flow in cargo transport operation among relevant units.
Level	5
Credit	6 （For Reference Only）

Competency	Performance Requirements
	1. Possess basic knowledge of data flow in cargo transport operation and the strengths and weaknesses of electronic document interchange technology
	
	• Understand the document/data flow in cargo transport operation among relevant parties, including following types of documents:
	  o Documents for purchase and cargoes (purchasing order, invoice, etc.)
	  o Documents for consignment (bill of lading, master airway bill / house airway bill, etc.)
	  o Documents for local transport (arrival notice, delivery order, receipt record, etc.)
	  o Inspection certification, insurance and documentary credit (notice of inspection arrangement, policy, etc.)
	  o Invoice on local transaction and documents for payment (payment instruction, confirmation of payment, etc.)
	• Understand the specifications of the company's system and its compatibility and access levels with different systems commonly used on the market
	• Understand the choice of company system and common language for use with different systems commonly used in the market
	• Understand the legal responsibilities and risks of various types of electronic documents and technologies
	• Understand strengths and weaknesses of standards, formats and technologies of electronic document/data interchange commonly used in the logistics industry, including:
	  o Electronic Data Interchange (EDI)
	  o Extensible Markup Language (XML)
	  o Digital Trade and Transportation Network (DTTN)
	
	2. Formulate electronic data flow among relevant units
	
	• Base on regular logistics operation of the company to assess the influence of electronic document/data on the overall business of the company
	• Base on the assessment to analyse the demand for electronic document/data and its relationship with the existing electronic document/data flow
	• Base on the demand for various types of electronic document/data and business partners' special requirements to assess the suitability of various types of electronic document/data flow plans and design a electronic document/data flow plan for the company
	• Promote a one-stop system to improve overall efficiency and avoid duplication of work across departments
	• Use a database and data/information pool to improve dates to achieve data consistency
	• Analyse alternative solutions for data exchange with different public transportation systems
	• Establish multiple solutions and options for different types of data and the nature/size of the company

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	• Set up an appropriate protection system and plan to minimise the risk from opening to multiple destinations 3. Review the effectiveness of data flow • Review the effectiveness of data flow • Establish key performance indicators to measure results • Identify factors that can affect the effectiveness of data flow between related units • Establish a quick repair system and long-term development to correct this situation • Put forward suggestions to improve the effectiveness and efficiency of data flow between related units • Set up and regularly review regularly to ensure the consistency and efficiency of the data
Assessment Criteria	The integrated outcome requirement of this unit of competency are: • Capable to analyse the demand for various types of electronic document/data, design electronic document/data flow and enhance the efficiency of logistics operation and electronic document/data flow according to the actual situation of the company and relevant business partners' special requirements; and • Capable to review the effectiveness of the data stream based on key performance indicators and make suggestions for improvement
Remark	This UoC is adopted from the Logistics UoCs LOCUEL404A and LOCUEL409A. The QF level is adjusted from level 4 to level 5.