Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Operations Management

Title	Apply all kinds of freight information
Code	LOCUOM201B
Range	This unit of competency is applicable to all sea freight, air freight and express operators. Practitioners should be capable to collect freight related information, compile it initially, and summarize, under supervision, into highlights for management's reference or use.
Level	2
Credit	6 （For Reference Only）
Competency	Performance Requirements 1. Possess basic knowledge of freight information • Understand the source of freight information, such as statistics, market information, academic analysis, etc. • Understand the channel of obtaining freight information, such as, government statistics, academic research conducted by institutions, forecasts done by large organisations, newspapers, etc. • Understand types of freight information • Understand the collection methods of freight information, such as periodical subscription, categorized newspaper cutting • Master basic statistics for data collection • Understand the trade specification and how this influence the statistics data being collected • Understand the product specification and how this influence the statistics data being collected 2. Apply all kinds of freight information • Arrange for obtaining freight information regularly • Browse freight information, master its nature and content involved, and save/file by category • Put in special category information that has direct relationship with or impact on the company's operation • Obtain data regularly for statistical use • Summarize the freight information, under supervision, into highlights for use by the management of different departments
Assessment Criteria	The integrated outcome requirements of this unit of competency are: • Capable to collect freight information, and point out the importance of its types and sources to the company; and • Capable to make initial compilation of freight data and information effectively.
Remark	