Specification of Competency Standards for the Logistics Industry
Unit of Competency

1. Title	Implement stuffing/unstuffing arrangements
2. Code	LOSGCT205A
3. Range	This unit of competency is applicable to sea freight operators. Practitioners should be capable to implement maritime cargo stuffing and unstuffing effectively and safely according to instructions.
4. Level	2
5. Credit	6 （for reference only）
6. Competency	Performance Requirements

	6.1　Basic knowledge of stuffing/ unstuffing arrangements	♦ Master the arrangements, workflow and working procedures for stuffing / unstuffing
		♦ Master steps and techniques of handling cargoes manually
		♦ Master the method and techniques of using fork-lift truck to handle cargoes
		♦ Understand types and structure of container and the principles of cargoes stacking
		♦ Understand the safety notes and procedures for working inside a container
		♦ Understand stacking of bulk cargoes and its safety procedures
		♦ Understand basic freight documents, such as packing list, stowage plan, etc.
		♦ Possess related certifications on safety, dangerous goods and onboard operations issued by government approved organizations
		♦ Understand the labelling, marking and packing of cargoes

	6.2 Implement stuffing / unstuffing arrangements	♦ Deliver containers and cargoes to be containerized to loading places, such as container freight station, warehouse or terminal
		♦ Count and observe visually cargoes being stuffed / unstuffed; report to the superiors immediately for any shortage or damage
		♦ Study the freight documents to understand the cargo type and nature
		♦ Check the labels and marks of the container when unloading it in order to master the risks for unlocking it
		♦ Check the container's internal condition and the doors for any irregularities, such as damage, water stains, cracks, etc., when packing cargoes into the container
		♦ Follow instructions and priority to load or unload cargoes manually or with machinery or equipment based on the weight and size of the cargoes according to the packing list and container stowage plan
		♦ Implement safety procedures for manual handling operation
		♦ Use checklist or record form to record the loading operation
		♦ Report irregularities correctly and timely to the superiors
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Capable to check the cargoes, containers and workplace for a safe and correct stuffing / unstuffing; and (ii) Capable to follow priority and instructions to correctly stuff or unstuff cargoes manually or with machinery or equipment based on the weight and size of the cargoes.	
8. Remarks		