

Specification of Competency Standards for the Logistics Industry

Unit of Competency

1. Title	Review warehousing contracts, insurance, and liability
2. Code	LOWHLC501A
3. Range	This unit of competency is applicable to logistics service providers. Practitioners should be capable of reviewing warehousing contracts, insurance, and liability with reference to organisational policy and procedures, regulatory requirements (e.g., contract law, agency law, warehouse insurance etc.),
4. Level	5
5. Credit	6 (for reference only)
6. Competency	<p style="text-align: center;"><u>Performance Requirements:</u></p> <p>6.1 Relevant knowledge of business laws</p> <ul style="list-style-type: none"> • Possess relevant legal knowledge (e.g., the legal system in Hong Kong, contract law, agency law, sales of goods) • Understand the key features and business procedure of the industry <p>6.2.1 Examine an warehousing sales contract</p> <ul style="list-style-type: none"> • Review the sales contract and confirm and use the relevant factors as the basis for the apportionment of costs throughout the warehousing activities • Use the sales contract to determine project deadlines as well as the respective responsibilities, rights and liabilities between the buyer and the seller in any given transaction <p>6.2.2 Examine an warehousing service contract</p> <ul style="list-style-type: none"> • Review and confirm the service contract and supporting documents • Interpret the service contract and supporting documents and take the required action <p>6.2.3 Evaluate insurance requirements</p> <ul style="list-style-type: none"> • Evaluate insurance requirements for the warehousing as per standard procedures taking into account the critical risk factors in the project • Provide assistance in organising an appropriate policy for the project where required • In the event of loss or damage, provide assistance to the customer to make a claim on the insurance as per the policy requirements and standard procedures • Lodge all documentation to support an insurance claim with the insurer as per policy requirements <p>6.3 Manage legal liability in a warehousing project effectively</p> <ul style="list-style-type: none"> • Evaluate risks of legal liabilities towards customers and third parties as a direct result of an internal mistake or negligence on the part of the forwarder using appropriate risk analysis techniques • Confirm/organise appropriate liability insurance that provides the required cover for the risks involved • In the event of loss or damage directly attributable to a forwarder's mistake or an act of negligence, make a claim on the insurance as per the policy requirements and standard procedures • Lodge all documentation to support an insurance claim with the insurer as per policy requirements
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable of examining on sales contract and service contract • Capable of evaluating insurance requirements • Capable of managing legal liability in warehousing project
8. Remarks	