

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Planning and Design of Logistics Solutions

Title	Formulate logistics needs assessments
Code	LOSAPD501B
Range	This unit of competency is applicable to logistics service providers. Practitioners should apply relevant managerial skills to analyse the business operations and to formulate the logistics needs assessment.
Level	5
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess the relevant knowledge of developing logistics needs assessment</p> <ul style="list-style-type: none"> • Know about the principles of transport logistics • Know about the principles of needs assessment • Understand needs assessment processes and procedures • Understand business operations in logistics related industries • Understand company policy and procedures <p>2. Formulate logistics needs assessment</p> <ul style="list-style-type: none"> • Identify and confirm processes requiring development of logistics needs assessment and confirm with relevant personnel and business units • Discuss and validate the scope, focus and extent of the logistics needs assessment with relevant personnel • Identify factors likely to impact upon the development process and adopt techniques for their incorporation into the assessment • Research the proposed assessment processes and procedures from a range of sources and include provision for user input • Develop, document, and verify the process of conducting logistics needs assessment • Develop measures to evaluate the effectiveness of the logistics needs assessment <p>3. Monitor the implementation of logistics needs assessment</p> <ul style="list-style-type: none"> • Plan the introduction of the logistics needs assessment to selected units/job functions with relevant personnel to ensure understanding and the need for compliance • Provide effective induction and supervision to support personnel in conducting logistics needs assessment • Monitor personnel performance to ensure adherence to the assessment procedures and to assess the requirement for modification of the assessment process • Actively seek solicited feedback from personnel conducting logistics needs assessment <p>4. Evaluate the logistics needs assessment</p> <ul style="list-style-type: none"> • Assess and review the effectiveness of the assessment processes and procedures • Modify the assessment procedures with reference to evaluation mechanism • Keep relevant personnel informed of the evaluation process and advised of subsequent changes to assessment procedures • Manage recommendations, reports, and records for improvement
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable of formulating logistics needs assessment processes and procedures;

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	<ul style="list-style-type: none">• Capable of implementing and monitoring the assessment processes and procedures; and• Capable of evaluating the effectiveness of the assessment processes and procedures
Remark	