
Overview

This standard is about arranging the transportation of goods using multiple transport modes in international trade and logistics operations. You will need to understand the different transport modes in order to be able to make an informed decision on the most suitable for the goods being transported.

You will also need to be able to communicate with all those involved with transportation and resolve any issues that may occur during the arranging of the transportation of goods in relation to transport modes and compliance.

This standard is for those responsible for arranging the transportation of goods using multiple transport modes in international trade and logistics operations.

Performance criteria

You must be able to:

1.
Consider the environmental impact when selecting road transport for the transportation of goods
2.
Review all relevant **transportation instructions** and details of the **goods**
3. being transported
4. Calculate transport prices and prepare quotes for customers
5. Review the contract of carriage to ensure compliance when arranging the transportation of **goods** using multiple **transport modes**
6. Determine the most suitable combination of **transport modes** for the **goods**,
**considering the environmental impact of each mode of transport
7. Plan and book transport services in accordance with the relevant national and international rules and regulations that apply to the goods consigned and the area of the world in which the goods are transported, and the organisational and transport booking procedures
8. Complete national and international transit documentation for transport in accordance with legal, regulatory and organisational requirements
9. Confirm that instructions for multiple transport modes are accurate, complete and provided in the correct form of documentation and systems
10. Confirm that any **special requirements** or instructions are clearly specified
11. Provide the relevant information to all those involved in transporting the **goods**
12. Provide instructions on marking, labelling, packaging and the segregation of **goods** as per the contract
13. Obtain information on how to monitor the transportation of **goods** by multiple modes
14. Monitor the progress of arranging the transportation of goods by multiple modes
15. Identify any issues with arranging multiple **transport modes**, and take the appropriate action to deal with these
16. Inform the customer of any delays, allowing a suitable amount of time to respond to the delay
17. Contact the relevant supervisor or senior colleague if the issues identified cannot be resolved

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18. Check that the transport documentation is retained in line with the relevant statutory, regulatory, legislative and organisational requirements
 19. Report work activities and record them in the appropriate information systems in accordance with the relevant statutory, regulatory, legislative and organisational procedures
 20. Comply with all the relevant health and safety, environmental, legislative, regulatory and organisational procedures when transporting goods

Knowledge and understanding

You need to know and understand:

1.
The relevant **transportation instructions** and details of **goods** being transported
2.
The importance of reviewing and complying with contract terms and conditions when arranging transportation of **goods** using multiple **transport modes**
3. The advantages and disadvantages of different transport methods and modes and the impact that each has on the environment
4. The importance of maintaining business environmental awareness to ensure efficiency and effectiveness
5. The relevant national and international legislation, regulations and restrictions for different types of **goods**, mixes of **goods, transport** modes and international trade
6. The relevant national and international routes, transport hubs and destinations when arranging the transportation of **goods**
7. The role and responsibilities of different national and international regulatory bodies, organisations and agencies in moving freight, and their compliance requirements
8. The types of information and the relevant documentation required for different types, mixes of **goods**, transport methods, and transit routes
9. The systems and procedures used by national and international customers and the relevant stakeholders when using multiple **transport modes**
10. The types of issues that can occur when arranging multiple **transport modes** and the importance of communicating any delays to the customer in a proactive manner, allowing a suitable amount of time to respond to the issues
11. The types of information and documentation required by the relevant stakeholders for different types and mixes of goods, transport methods and transit routes
12. The importance of following the special requirements needed by different **goods** and mixes of **goods**
13. The importance of, and reasons for, providing all those involved with goods transportation with instructions on marking, labelling, packaging and the segregation of **goods**
14. The processes and procedures involved in arranging and monitoring the transportation of **goods** using multiple **transport modes**

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15. The trade terms and international standards for freight carriage, insurance, and costs (**Incoterms**)
 16. The reporting responsibilities and information systems used by the organisation
 17. The roles and responsibilities of different colleagues in the supply chain when arranging the transportation of **goods** using multiple **transport modes**
 18. The correct procedures and timescales for retaining documentation in relation to transporting **goods** to meet the relevant stakeholder requirements
 19. The relevant health and safety, environmental requirements, legislation, regulations and organisational procedures when transporting goods

Scope/range

Goods

- hazardous goods (flammable, toxic, milk, grain)
- mix of goods (food and nonfood products)
- non-hazardous
- perishable (food)
- goods for repair/return
- goods for exhibitions/showcase events

Special requirements

- segregation
- environmental requirements, heat, cold, humidity
- restricted goods
- welfare requirements for live animals
- mix of goods
- security
- customs declarations

Stakeholders

- suppliers
- officials
- regulatory bodies

Transport mode

- ships - dry bulks, liquid bulks, cargo transport units and roll-on/roll-off
- air
- sea

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- rail
- road

Transportation instructions

- time
- mode of transport
- cost

Glossary

Incoterms

International Commercial Terms. The Incoterms rules explain a set of 3 trade terms reflecting business-to-business practice in contracts for the sale of goods. The Incoterms rules describe the tasks, costs and risks involved in the delivery of goods from sellers to buyers.

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