No. 952 12 October 2007



#### SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In accordance with Regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

## **Transport and Logistics Operations**

registered by Organising Field 11, Services, publishes the following Qualification and Unit Standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the Qualification and Unit Standards. The full Qualification and Unit Standards can be accessed via the SAQA web-site at <a href="www.saqa.org.za">www.saqa.org.za</a>. Copies may also be obtained from the Directorate of Standards Setting and Development at the SAQA offices, SAQA House, 1067 Arcadia Street, Hatfield, Pretoria.

Comment on the Qualification and Unit Standards should reach SAQA at the address below and **no later 12 November 2007.** All correspondence should be marked **Standards Setting** – **Transport and Logistics Operations** addressed to

The Director: Standards Setting and Development SAQA

Attention: Mr. D. Mphuthing
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Private Bag X06
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DR/S. BHIKHA

DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



# QUALIFICATION:

#### National Certificate: International Trade

SAQA QUAL ID	QUALIFICATION TITLE		
59326	National Certificate: Inte	rnational Trade	
ORIGINATOR		PROVIDER	
SGB Transport and Logist	tics Operations		
QUALIFICATION TYPE	FIELD	SUBFIELD	
National Certificate	11 - Services	Transport, Operation	ons and Logistics
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUAL CLASS
Undefined	131	Level 2	Regular-Unit Stds
·			Based

#### PURPOSE AND RATIONALE OF THE QUALIFICATION

#### Purpose:

This Qualification is intended to orientate a person to the world of work in the field of global trade, in particular the environment of international logistics and supply chain management. It will give learners the opportunity to apply knowledge gained about the industry to real situations in the workplace. The Unit Standards in the Qualification are intended as building blocks that will make the learner a more skilled, knowledgeable, informed and efficient worker in the industry.

The completion of this Qualification should add to the status of the worker and serve as an encouragement to embark on further study within the industry as part of the process of life long learning. The Qualification will also provide the basis for further development of the learner into specialist areas within the international logistics and supply chain management field.

#### The learner will be able to:

- Communicate effectively both verbally and in writing with peers, supervisory levels and others and solve problems by applying mathematical practical applications.
- Understand the principles of international trade and their application in the workplace.
- Understand the processes and procedures for managing the inventory of internationally traded goods.
- Complete certain documentation for the movement of internationally traded goods.
- Apply basic logistics and supply chain management business principles.

#### Rationale:

New entrants to the freight industry in South Africa do not have the opportunity to gain a comprehensive foundation in the processes, terms and practices in the industry. This has resulted in frustrated and confused individuals with unrealised potential leaving the industry for other industries that welcome them and facilitate their entry. This Qualification has been developed to provide new entrants with a solid foundation applicable in the workplace, for which they will gain recognition in the form of a national Qualification.

This Qualification is the start of a career path in international trade. The skills, values, attitudes and knowledge reflected in the Qualification are building blocks that will prepare learners for progression along the industry's learning ladder of registered Qualifications. This means that this Qualification provides the learner with accessibility and a developmental pathway to be employed for the full range of activities related to international trade, freight forwarding, customs compliance, logistics and supply chain management and provides flexibility in that learners

accessing this Qualification may move into the NQF Level 3, 4 and 5 Qualifications in this environment

The Qualification will also provide opportunities for current employees in the industry to seek recognition for prior learning, gained in the workplace or through other studies, against the outcomes of the Unit Standards in this Qualification.

The intention of this Qualification is to support the National Qualifications Framework in the following ways:

- It provides progression from the NQF Level 2 Qualification to the NQF Level 3 Qualification.
- It contributes to the full personal development of each learner by the inclusion of specified Unit Standards in the Fundamental and Core components.

#### RECOGNIZE PREVIOUS LEARNING?

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#### LEARNING ASSUMED IN PLACE

It is assumed that learners are competent in:

- Communication at NQF Level 1.
- Mathematical Literacy at NQF Level 1.

Recognition of Prior Learning:

The structure of this Qualification makes the recognition of prior learning possible through the assessment of individual unit standards. This Qualification may therefore be achieved in part or completely through the recognition of prior learning, which includes formal, informal and nonformal learning and work experience. The learner should be thoroughly briefed on the mechanism to be used and supported and guidance should be provided. Care should be taken that the mechanism used provides the learner with an opportunity to demonstrate competence and is not so onerous as to prevent learners from taking up the RPL option towards gaining a Qualification.

If the learner is able to demonstrate competence in the knowledge, skills values attitudes implicit in this Qualification the appropriate credits should be assigned to the learner. Recognition of prior learning will be done by means of integrated assessment as mentioned above.

Access to the Qualification:

Access is open to all learners bearing in mind the learning assumed to be in place.

#### **QUALIFICATION RULES**

The Qualification is made up of a combination of learning outcomes from Fundamental, Core and Elective components, totalling 131 minimum Credits.

• Fundamental: 36 Credits.

Core: 77 Credits.

• Elective: 18 Credits.

Total = 131 Credits.

Fundamental component:

All unit standards to the value of 36 credits are compulsory.

Source: National Learners' Records Database

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#### Core component:

All unit standards to the value of 77 credits are compulsory.

#### Elective component:

A learner must achieve a minimum of 18 credits from any of the three available Elective streams which would advance their chosen career path and that would add value to the purpose of the Qualification or the learner's own development. Learners should select Elective unit standards from any of these options depending on the sub-sector of the industry they are employed in or wish to further their career in.

The streams are as follows:

#### Inventory:

- Count stock for stock take.
- Controlling and locating stock.
- Pick stock in a distribution centre/warehouse.
- Move, pack and maintain stock in a distribution centre/warehouse.
- Receive stock in a distribution centre/warehouse.

#### Cargo movement:

- Prepare freight for transport.
- Load general freight.
- Handle perishable cargo.
- Arrange distribution of small to medium consignments door to door.
- Convey dangerous goods by road.

#### General:

- Demonstrate knowledge pertaining to basic health and safety principles in and around the workplace.
- Demonstrate knowledge and use of hand operated fire fighting equipment.
- Apply ways of leading in different situations.
- Demonstrate an understanding of a selected business environment.
- Conduct basic financial transactions.

#### **EXIT LEVEL OUTCOMES**

- 1. Communicate effectively both verbally and in writing with peers, supervisory levels and others and solve problems by applying practical mathematical applications.
- 2. Understand the principles of international trade and their application in the workplace.
- 3. Understand the processes and procedures for managing the inventory of internationally traded goods.
- 4. Complete certain documentation for the movement of internationally traded goods.
- 5. Apply basic freight forwarding and compliance principles.

#### ASSOCIATED ASSESSMENT CRITERIA

Associated Assessment Criteria for Exit Level Outcome 1:

- Effective verbal communication is used in the interaction with all role players and stakeholders.
- Effective written communication is used to communicate with peers, supervisors and clients when completing the required documentation.
- Mathematical skills are applied in the completion of International Trade documentation.

#### Associated Assessment Criteria for Exit Level Outcome 2:

- The elementary principles of the international trade environment are explained in terms of logistics and supply chain management principles.
- The operational applications are described by relating the international trade principles to actual industry examples.

#### Associated Assessment Criteria for Exit Level Outcome 3:

- Cargo routes are planned according to client and cargo requirements.
- Quality of service is maintained within the given customer service specifications.
- The transportation and movement of dangerous goods is explained in terms of international air and surface requirements.

#### Associated Assessment Criteria for Exit Level Outcome 4:

- The need and requirements of marine insurance is described in line with client and cargo requirements.
- Importing and exporting documentation is completed in terms of exporter and importer requirements.

#### Associated Assessment Criteria for Exit Level Outcome 5:

- The ethics required are described in terms of the international trade environment.
- Core computer functions are carried out according to operator requirements.
- Business operations are carried out in the required format and time frames.

### Integrated Assessment:

Assessment should be carried out at regular intervals as well as at the end of the periods of study and should be offered in an integrated way. It is envisaged that learners will work at more than one Unit Standard at a time.

The achievement of applied competence of this Qualification will be demonstrated if the learner is able to apply operational knowledge and skills to operate within a given security environment.

Evidence is required that the learner is able to achieve the purpose of the Qualification as a whole at the time of the award of the Qualification. Integration of skills will be demonstrated through the achievement of the core Unit Standards.

Assessors should note that evidence if integration could well be presented by learners when being assessed against the individual Unit Standards. Thus, there should not necessarily be separate assessments for each Unit Standard and then further assessment for integration. Well designed assessments should make it possible to gain evidence against each Unit Standard while at the same time gaining evidence of integration.

There are a number of Core Unit Standards that through assessment will address competencies required in the Fundamental Unit Standards. Evidence for these Fundamental Unit Standards can therefore be obtained while the learner is providing evidence for Core Unit Standards. This may also apply to the Elective Unit Standards.

#### INTERNATIONAL COMPARABILITY

Many hours were spent trying to establish what Qualifications throughout the world compared to this particular International Trade Qualification and although some were found in the west and east no African country was found to offer any applicable Qualifications and training programmes.

It must be noted that within the International Trade arena, the leaders in training and development are the International Federation of Freight Forwarders Association (FIATA) and the Forum for International Trade Training (FITT). When making the comparison it was obvious that the Qualifications and short courses offered by these two major providers had a similar theme running through them to what is being offered in South Africa across four NQF Levels from Level 2 to Level 5. In their programmes everything contained in this NQF Level 2 Qualifications was covered in some form or other and to a much greater depth. The South African Qualification will only introduce the learners to the field of International Trade and offer them the practical skills to succeed in today's competitive global marketplace at an entry level.

Below are the qualifications/programmes from FIATA and FITT:

International: International Federation of Freight Forwarders Association (FIATA):

Diploma in Freight Forwarding:

- An introduction to Freight Forwarding:
- o International freight forwarder and the freight business.
- Organisation of the company.
- o Financial requirements.
- o Professional organisations.
- FIATA documents and forms.
- o General knowledge of transport and related geography.
- o Special transport services.
- Packing requirements.
- o Co-operation with other service providers.
- o Information and communication technologies.
- Sea Transport (General):
- o Regulations for the transport of goods by sea.
- Shipping services.
- o Types of vessels.
- o Bill of lading.
- o Pricing of ocean freight.
- o Geography of ocean transport and port facilities.
- Maritime Containers (Sea Containers):
- o General knowledge of container transports by sea.
- o Types and specification for most used containers.
- o Loading procedure.
- Way-bills and accompanying documents.
- Pricing of inland and ocean freight.
- Geography of container traffic.
- Air Transport:
- General conditions of carriage.
- o Types and specifications of the most used aircrafts and air-pallets.
- o Way-bills and accompanying documents.

- o Calculation of airfreight.
- o Geography in air transport.
- Road Transport:
- Legal requirements for national and international road transport.
- o Types of road vehicles.
- o Way-bills and accompanying documents.
- o Tariffs.
- o Geography of road transport.
- Rail Transport:
- o Legal requirements of national and international rail transport.
- o Ways and means of transportation.
- o Way-bills and accompanying documents.
- o Tariffs (conventional or combined transport).
- o Geography and operational aspects in rail transport.
- National/International Carriage by Inland Waterway:
- o Legal requirements of transports by inland waterway.
- o Types of barges used in inland waterway carriage.
- o Way-bills and accompanying documents.
- o Determination of freight charges for inland waterway transport.
- o Geography of inland waterways.
- Customs Procedures:
- o General information on the national customs administration.
- o National customs tariffs.
- o National customs procedures.
- o Liability of the freight forwarder.
- o International conventions.
- o Other possible duties of the customs administration.
- Logistics:
- Logistics and forwarding.
- o Logistics concept/project.
- o Physical distribution systems.
- o Sub-systems in logistics (Supply Chain Management).
- o Information handling and control issues.
- o Value added services.
- o Commodity related systems.
- o Rights and duties of the warehouse operator and the customer.
- o Types of warehouse.
- o Warehouse documents and information technology.
- o Construction, layout and safety.
- o Debit of warehouse charges/rent.
- o General.
- Insurance:
- o Liability insurance.
- o Transport insurance.
- Dangerous Goods:
- o Role of parties in the transport chain.
- o Regulations.
- Classification.

- Marking of hazardous cargo and cargo handling.
- o Training.
- o Documentation.
- Information and Communications Technologies (ICT) in Forwarding:
- o Basic understanding of computer and its environment.
- o The role of information technologies in forwarding.
- o Data storage and management and databases.
- o Principles of networking and data sharing.
- o Telecommunication and its applications.
- o Electronic data interchange and value-added network.
- o Bar-coding and its application.
- o Internet and web-based technology.
- o e-Commerce.
- Web-based applications and e-marketplace.
- Security.
- Electronic fund transfer and e-payments.

# Canada: Forum for International Trade Training (FITT):

- Certificate in Global Entrepreneurship:
- o The global entrepreneur.
- o The global economy.
- o Canada's place in the world.
- o Buying and selling internationally.
- o Trade routes.
- o The export process.
- o The import process.
- The international business plan.
- o International market research and marketing.
- Trade financing.
- o Logistics and distribution.
- o 'Getting started.
- Negotiating abroad.
- Certificate in International Trade Finance:
- o An introduction to trade finance.
- o The financing presentation.
- o Trade finance, risk analysis and risk management.
- o Foreign exchange rates.
- Export costing and transaction viability.
- o Payment methods and short term financing.
- o Factoring and forfeiting.
- Understanding and processing documentary credits.
- o Bonds and guarantees.
- o EDC Export credit insurance and financing.
- Cash flow planning.
- Countertrade and consignment.
- Certificate in International Trade Logistics:
- The role of logistics management.
- Logistic startegies and planning.
- Supplier relationships and importing.
- Incoterms, standards and regulations.
- o Transportation management.

- o Freight forwarders and cargo insurance.
- o Advanced logistics processes.
- o Inventory management.
- o Export procedures and order processing.
- Trade documentation.
- Shipping and delivery procedures.
- Certificate in International Market Entry and Distribution:
- o Defining strategic needs.
- o Barriers to entry.
- o Distribution issues.
- o Introduction to market entry strategies.
- o Partnering with foreign agents and distributors.
- o Foreign direct investment and market entry.
- Strategic alliances.
- Investing in international partnerships.
- o Trade shows.
- o Finding the right partner.
- o Negotiating partnering agreements.
- Working with suppliers.
- o Technology partnering.
- o Managing a joint venture.
- o Exit strategies.
- Certificate in Legal Aspects of International Trade:
- o An introduction to business law.
- o Principles of Canadian contract law.
- o International business contracts and conduct.
- o Product liability.
- Resolution of disputes.
- o Sale of goods.
- o International sale of goods.
- o Agents, distributors and franchises.
- o Technology and intellectual property.
- o e-Commerce and the internet.
- Payment and finance.
- o Carriage of goods and insurance.
- Competition and anti-trust law.
- o Public trade law.
- Certificate in International Trade Management:
- o The global economy and international companies.
- o Managing the export process.
- o International business planning.
- o Competitive and business intelligence.
- o Managing for competitive advantage.
- o Operating an export office.
- Outsourcing operations.
- o Managing strategic alliances and virtual corporations.
- o Supply chain management.
- o International trade finance.
- Building an international workforce
- o Managing cultural diversity.
- o Managing international innovation.
- o Managing international assets and risk.

- Going Global Course:
- o Introduction to international trade.
- o Introduction to international market research.
- Introduction to marketing.
- Introduction to international trade finance.
- o Introduction to international trade logistics and distribution.
- o Introduction to cultural aspects of international trade.

With the exception of the Going Global Course these courses and programmes are centred on International Trade best practices and offer the learners the knowledge and skills necessary to have competitive advantage thereby strengthening their hand in the International Trade market at a much higher level than in this Qualification. However, the Going Global Course offers only an introduction to all aspects of the International Trade environment.

Japan: Customs Training Institute:

- Certificate: Introduction for Officials Level 1:
- o Duties and Responsibilities as Public Employee.
- o Acquire knowledge and Skills for Efficient Customs Work.
- Certificate: Introduction for Officials Level 2:
- o Duties and Responsibilities as Public Employee.
- Acquire knowledge and Skills for Efficient Customs Work.
- Certificate: Theoretical Level 1:
- o Advanced knowledge of Customs Administration and its Application Ability.
- Certificate: Advanced Theoretical Level 2:
- o Advanced knowledge of Customs Administration and its Application Ability

The above courses from Japan only offer an introductory insight to International Trade and therefore do not go into the same detail as the South African qualification. They evidently do not cover any of the real practical work required at this level.

United Kingdom: British International Freight Association (BIFA):

- Certificate in Introduction to Air Cargo.
- Certificate in Aviation Security Cargo Level 1: To include hand search.

Much like the Qualifications from Japan, these from the United Kingdom, only cover an introductory aspect to the areas of Air Cargo.

From an overall point of view there is really no one Qualification, course or programme that could compare exactly with the South African Qualification as they are mostly at a higher level and are in far more depth and go into far more detail, which is found spread over the NQF Levels 3, 4 and 5 Qualifications.

#### **ARTICULATION OPTIONS**

Horizontal articulation is possible with:

- ID 23833: National Certificate: Business Administration Services, NQF Level 2.
- ID49648: National certificate: New Venture Creation, NQF Level 2.
- ID58206: National Certificate: Wholesale and Retail Operations, NQF Level 2.
- ID48783: National Certificate: Financial Services, NQF Level 2.

Vertical articulation is possible with:

- National Certificate: Freight Forwarding and Compliance: Draft.
- ID57831: National Certificate: Freight Handling, NQF Level 3.
- ID23655: National Certificate: Business Administration Services, NQF Level 3.
- ID23654: National Certificate: Management, NQF Level 3.

#### **MODERATION OPTIONS**

- Anyone assessing a learner or moderating the assessment of a learner against this Qualification must be registered as an assessor with the relevant ETQA.
- Any institution offering learning that will enable the achievement of this Qualification must be accredited as a provider with the relevant ETQA.
- Assessment and moderation of assessment will be overseen by the relevant ETQA according
  to the ETQA's policies and guidelines for assessment and moderation; in terms of agreements
  reached around assessment and moderation between ETQA's (including professional bodies),
  and in terms of moderation guideline detailed in
  Qualification Assessor Criteria.
- Moderation must include both internal and external moderation of assessments at exit points of the Qualification, unless ETQA policies specifies otherwise. Moderation should also encompass achievement of the competence described both in individual Unit Standards, Exit Level Outcomes as well as the integrated competence described in the Qualification.
- Anyone wishing to be assessed against this Qualification may apply to be assessed by any assessment agency, assessor or provider institution that is accredited by the relevant ETQA.

#### CRITERIA FOR THE REGISTRATION OF ASSESSORS

For an applicant to register as an assessor, the applicant should:

- Be registered as an assessor with the relevant ETQA or an ETQA that has a memorandum of understanding with the relevant ETQA.
- Be competent in the outcomes of this Qualification or be in possession of a relevant Qualification at NQF Level 3 or higher.

#### **NOTES**

This qualification replaces qualification 22439, "National Certificate: International Trade", Level 2, 128 credits.

#### **UNIT STANDARDS**

	ID	UNIT STANDARD TITLE	LEVEL	CREDITS
Fundamental	119463	Access and use information from texts	Level 2	5
Fundamental	9009	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	Level 2	3
Fundamental	7480	Demonstrate understanding of rational and irrational numbers and number systems	Level 2	3
Fundamental	9008	Identify, describe, compare, classify, explore shape and motion in 2-and 3-dimensional shapes in different contexts	Level 2	3
Fundamental	119454	Maintain and adapt oral/signed communication	Level 2	5
Fundamental	119460	Use language and communication in occupational learning programmes	Level 2	5
Fundamental	7469	Use mathematics to investigate and monitor the financial aspects of personal and community life	Level 2	2
Fundamental	9007	Work with a range of patterns and functions and solve	Level 2	5

Source: National Learners' Records Database Qualification 59326 03/10/2007 Page 10

Core 116945 Use electronic mail to send and receive messages Level 2 2  Core 13918 Manage time and the work process in a business Level 3 4  Elective 116527 Demonstrate knowledge pertaining to basic health and safety principles in and around a workplace  Elective 110077 Prepare for freight transportation Level 1 4  Elective 114950 Apply ways of leading in different situations Level 2 3  Elective 14353 Conduct basic financial transactions Level 2 3  Elective 114891 Count stock for a stock-take Level 2 5  Elective 13961 Demonstrate Knowledge and Use of Hand Operated Fire Fighting Equipment  Elective 14344 Demonstrate Knowledge and Use of Hand Operated Fire Level 2 4  Fighting Equipment  Elective 252376 Handle perishable cargo Level 2 6  Elective 123262 Load general freight Level 2 6  Elective 117898 Move, pack and maintain stock in a distribution Level 2 12  Centre/warehouse  Elective 117899 Pick stock in a distribution centre/warehouse Level 3 6  Consignments door-to-door  Elective 8025 Controlling and locating stock Level 3 8  Elective 123259 Convey dangerous goods by road Level 3 4		ID	UNIT STANDARD TITLE	LEVEL	CREDITS
Core         116932         Operate a personal computer system         Level 1         3           Core         113924         Apply basic business ethics in a work environment         Level 2         2           Core         252373         Apply basic concepts of cargo care         Level 2         7           Core         252375         Apply the basic sistils of customer service         Level 2         2           Core         252386         Carry out routine freight forwarding processes and Level 2         12           Core         252386         Carry out routine freight forwarding processes and Level 2         12           Core         252380         Demonstrate an understanding of marine insurance Level 2         6           Core         252374         Demonstrate an understanding of security and Level 2         3           Core         252372         Demonstrate an understanding of the concepts underlying importing and exporting importing importing and exporting importing and exporting importing and exporting importing importing importing importing importing importi			problems		
Core 113924 Apply basic business ethics in a work environment Level 2 2 Core 252373 Apply basic concepts of cargo care Level 2 7 Core 252375 Apply knowledge of basic geographical principles Level 2 7 Core 114974 Apply the basic skills of customer service Level 2 2 Core 252386 Carry out routine freight forwarding processes and Level 2 12 core 252386 Carry out routine freight forwarding processes and Level 2 12 core 252386 Demonstrate an understanding of marine insurance Level 2 6 concepts Core 252374 Demonstrate an understanding of security and Level 2 3 confidentiality awareness procedures Core 252372 Demonstrate an understanding of the concepts underlying importing and exporting Core 252385 Explain special requirements for documenting and Level 2 9 importing and exporting Core 252380 Explain transport principles used in international trade Level 2 7 Core 119668 Manage business operations Level 2 8 Core 119695 Use electronic mail to send and receive messages Level 2 2 Core 13918 Manage time and the work process in a business Level 3 4 environment Elective 116527 Demonstrate knowledge pertaining to basic health and safety principles in and around a workplace Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114991 Count stock for a stock-take Level 2 5 Elective 14353 Conduct basic financial transactions Level 2 5 Elective 13961 Demonstrate knowledge and Use of Hand Operated Fire Fighting Equipment Elective 123262 Load general freight Level 2 6 Elective 11789 Move, pack and maintain stock in a distribution Level 2 6 Elective 11789 Pick stock in a distribution centre/warehouse Level 2 12 Elective 11789 Pick stock in a distribution centre/warehouse Level 2 12 Elective 11789 Pick stock in a distribution centre/warehouse Level 3 6 Elective 123259 Controlling and locating stock Level 3 4 Elective 123259 Controlling and locating stock Level 3 4	Fundamental	119456	Write/present for a defined context	Level 2	5
Core 252375 Apply basic concepts of cargo care Level 2 7 Core 252375 Apply knowledge of basic geographical principles Level 2 7 Core 114974 Apply the basic skills of customer service Level 2 2 Core 252386 Carry out routine freight forwarding processes and Level 2 12 procedures.  Core 252383 Demonstrate an understanding of marine insurance Level 2 6 concepts  Core 252374 Demonstrate an understanding of security and confidentiality awareness procedures  Core 252372 Demonstrate an understanding of the concepts underlying importing and exporting core 252380 Explain transport principles used in international trade Level 2 7 Core 119668 Manage business operations Level 2 8 Core 119668 Manage business operations Level 2 8 Core 119668 Wanage time and the work process in a business Level 2 8 Core 119645 Use electronic mail to send and receive messages Level 2 2 Core 13918 Manage time and the work process in a business Level 3 4 environment  Elective 110077 Prepare for freight transportation Level 1 2 safety principles in and around a workplace  Elective 110077 Prepare for freight transportation Level 2 3 Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114991 Count stock for a stock-take Level 2 5 Elective 14344 Demonstrate Knowledge and Use of Hand Operated Fire Level 2 4 Fighting Equipment  Elective 123262 Load general freight Level 2 6 Elective 117699 Pick stock in a distribution centre/warehouse Level 2 6 Elective 117699 Pick stock in a distribution centre/warehouse Level 2 12 Elective 117699 Pick stock in a distribution centre/warehouse Level 3 6 Elective 24283 Arrange the distribution of small to medium sized Level 3 6 Elective 123259 Controlling and locating stock Level 3 4 Elective 123259 Convey dangerous goods by road Level 3 4	Core	116932	Operate a personal computer system	Level 1	
Core 252375 Apply knowledge of basic geographical principles Level 2 7 Core 114974 Apply the basic skills of customer service Level 2 2 Core 252386 Carry out routine freight forwarding processes and Level 2 12 procedures.  Core 252383 Demonstrate an understanding of marine insurance Level 2 6 concepts concepts Core 252374 Demonstrate an understanding of security and Level 2 3 confidentiality awareness procedures  Core 252372 Demonstrate an understanding of the concepts underlying Level 2 9 importing and exporting Core 252385 Explain special requirements for documenting and Level 2 5 transporting dangerous goods  Core 252380 Explain transport principles used in international trade Level 2 7 Core 119688 Manage business operations Level 2 8 Core 119689 Use electronic mail to send and receive messages Level 2 2 Core 13918 Manage time and the work process in a business Level 3 4 environment Elective 116527 Demonstrate knowledge pertaining to basic health and Level 1 2 safety principles in and around a workplace Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114951 Count stock for a stock-take Level 2 3 Elective 114940 Demonstrate knowledge and Use of Hand Operated Fire Level 2 3 Elective 114940 Lowentstanding of a selected business Level 2 3 Elective 114940 Demonstrate knowledge and Use of Hand Operated Fire Level 2 4 Fighting Equipment Elective 123262 Load general freight Level 2 6 Elective 117898 Move, pack and maintain stock in a distribution Level 2 6 Elective 117899 Pick stock in a distribution centre/warehouse Level 2 6 Elective 117899 Pick stock in a distribution centre/warehouse Level 2 12 Elective 117899 Pick stock in a distribution centre/warehouse Level 3 6 Elective 123259 Controlling and locating stock Level 3 4 Elective 123259 Controlling and locating stock Level 3 4 Elective 123259 Controlling and locating stock Level 3 4	Core	113924	Apply basic business ethics in a work environment	Level 2	2
Core 114974 Apply the basic skills of customer service	Core	252373	Apply basic concepts of cargo care	Level 2	7
Core 252386 Carry out routine freight forwarding processes and Level 2 12 procedures.  Core 252383 Demonstrate an understanding of marine insurance Level 2 6 concepts  Core 252374 Demonstrate an understanding of security and confidentiality awareness procedures  Core 252372 Demonstrate an understanding of the concepts underlying Level 2 9 importing and exporting  Core 252385 Explain special requirements for documenting and Level 2 5 transporting dangerous goods  Core 252380 Explain transport principles used in international trade Level 2 7 Core 119688 Manage business operations Level 2 8  Core 119689 Manage business operations Level 2 8  Core 119691 Use electronic mail to send and receive messages Level 2 2 2  Core 13918 Manage time and the work process in a business Level 3 4 environment  Elective 116527 Demonstrate knowledge pertaining to basic health and Level 1 2 safety principles in and around a workplace  Elective 110077 Prepare for freight transportation Level 1 4 2 safety principles in and around a workplace 114950 Apply ways of leading in different situations Level 2 3 Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114891 Count stock for a stock-take Level 2 5 Elective 114891 Count stock for a stock-take Level 2 5 Elective 13961 Demonstrate knowledge and Use of Hand Operated Fire Level 2 4 Fighting Equipment  Elective 252376 Handle perishable cargo Level 2 6 Elective 123262 Load general freight Perishable cargo Level 2 6 Elective 117898 Move, pack and maintain stock in a distribution Level 2 12 Elective 117899 Pick stock in a distribution centre/warehouse Level 2 12 Elective 242933 Arrange the distribution of small to medium sized Level 3 6 Elective 24293 Arrange the distribution of small to medium sized Level 3 6 Elective 123259 Controlling and locating stock Level 3 8 Elective 123259 Convey dangerous goods by road Level 3 6 Elective 123259 Convey dangerous goods by road	Core	252375	Apply knowledge of basic geographical principles	Level 2	7
Core 252386 Carry out routine freight forwarding processes and Level 2 12 procedures.  Core 252383 Demonstrate an understanding of marine insurance Level 2 6 concepts  Core 252374 Demonstrate an understanding of security and Level 2 3 confidentiality awareness procedures  Core 252372 Demonstrate an understanding of the concepts underlying Level 2 9 importing and exporting  Core 252385 Explain special requirements for documenting and Level 2 5 transporting dangerous goods  Core 252380 Explain transport inciples used in international trade Level 2 7 Core 119688 Manage business operations Level 2 8  Core 119688 Manage time and the work process in a business Level 2 2 2 Core 13918 Manage time and the work process in a business Level 3 4 environment  Elective 116527 Demonstrate knowledge pertaining to basic health and Level 1 2 safety principles in and around a workplace  Elective 110077 Prepare for freight transportation Level 1 4 A Safety principles in and around a workplace Elective 114950 Apply ways of leading in different situations Level 2 3 Elective 114891 Count stock for a stock-take Level 2 5 Elective 114891 Count stock for a stock-take Level 2 5 Elective 114891 Count stock for a stock-take Level 2 6 Elective 123262 Load general freight Demonstrate knowledge and Use of Hand Operated Fire Level 2 6 Elective 123262 Load general freight Perspanding of a selected business Level 2 6 Elective 117898 Move, pack and maintain stock in a distribution Level 2 6 Elective 117898 Move, pack and maintain stock in a distribution Level 2 12 Centrolling and locating stock Level 3 6 Elective 242933 Arrange the distribution of small to medium sized Level 3 6 Elective 242930 Arrange the distribution of small to medium sized Level 3 6 Elective 123259 Controlling and locating stock Level 3 6 Elective 123259 Convey dangerous goods by road Level 3 6 Elective 123259 Convey dangerous goods by road Level 3 6	Core	114974	Apply the basic skills of customer service	Level 2	
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Elective 117898 Move, pack and maintain stock in a distribution Level 2 12  centre/warehouse  Elective 117899 Pick stock in a distribution centre/warehouse Level 2 12  Elective 242983 Arrange the distribution of small to medium sized Level 3 6  consignments door-to-door  Elective 8025 Controlling and locating stock Level 3 8  Elective 123259 Convey dangerous goods by road Level 3 4	Elective				
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Elective 123259 Convey dangerous goods by road Level 3 4	Elective	8025		Level 3	8
	Elective				
	Elective	117901		Level 3	15



#### **UNIT STANDARD:**

# Demonstrate an understanding of the concepts underlying importing and exporting

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE		
252372	Demonstrate an understandir exporting	Demonstrate an understanding of the concepts underlying importing and exporting		
ORIGINATOR		PROVIDER		
SGB Transport and	Logistics Operations			
FIELD		SUBFIELD		
11 - Services		Transport, Operation	ons and Logistics	
ABET BAND	UNIT STANDARD TYPE NQF LEVEL CREDITS			
Undefined	Regular	Level 2	9	

# SPECIFIC OUTCOME 1

Describe the operation of a simple international supply chain.

#### **SPECIFIC OUTCOME 2**

Illustrate the operation of the international trade cycle.

#### **SPECIFIC OUTCOME 3**

Assess various modes of international transport in terms of costs and benefits.

#### **SPECIFIC OUTCOME 4**

Demonstrate and understanding of the importance of compliance in the international trade context.

#### **SPECIFIC OUTCOME** 5

Demonstrate an understanding of South Africa's international trade environment.

#### **SPECIFIC OUTCOME 6**

Apply knowledge and understanding of international trade documentation.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
-		International Trade		Comment	



# **UNIT STANDARD:**

# Apply basic concepts of cargo care

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE		
252373	Apply basic concepts of cargo	Apply basic concepts of cargo care		
ORIGINATOR		PROVIDER		
SGB Transport and Logistics Operations				
FIELD		SUBFIELD		
11 - Services		Transport, Operation	ons and Logistics	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL CREDITS		
Undefined	Regular	Level 2	7	

# **SPECIFIC OUTCOME 1**

Explain the appropriate packaging for the mode used.

#### **SPECIFIC OUTCOME 2**

Monitor the marking, numbering and labelling of cargo.

# **SPECIFIC OUTCOME** 3

Pack and stow cargo.

# **SPECIFIC OUTCOME 4**

Explain the cargo care requirements for specialised cargo.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	



#### **UNIT STANDARD:**

# Demonstrate an understanding of security and confidentiality awareness procedures

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE		
252374	Demonstrate an understandir procedures	Demonstrate an understanding of security and confidentiality awareness procedures		
ORIGINATOR		PROVIDER		
SGB Transport and	Logistics Operations		310	
FIELD		SUBFIELD		
11 - Services		Transport, Operation	ons and Logistics	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS	
Undefined	Regular	Level 2	3	

#### SPECIFIC OUTCOME 1

Explain the international measures for security of internationally traded goods.

#### **SPECIFIC OUTCOME 2**

Implement procedures required for the prevention of cargo theft and fraud.

#### **SPECIFIC OUTCOME 3**

Explain the consequences of neglecting cargo security and confidentiality measures.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade	1	Comment	



#### **UNIT STANDARD:**

# Apply knowledge of basic geographical principles

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE		
252375	Apply knowledge of basic get	Apply knowledge of basic geographical principles		
ORIGINATOR		PROVIDER		
SGB Transport and	Logistics Operations			
FIELD	•	SUBFIELD		
11 - Services		Transport, Operation	ons and Logistics	
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS	
Undefined	Regular	Level 2	7	

#### SPECIFIC OUTCOME 1

Interpret maps for the purpose of planning logistic procedure.

# **SPECIFIC OUTCOME 2**

Determine the route cargo will follow between point of load and discharge.

#### **SPECIFIC OUTCOME** 3

Explain South Africa's geographical conditions and location with regard to international trade.

#### SPECIFIC OUTCOME 4

Explain the impact of cultural difference on international trade.

	IĐ	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	



# **UNIT STANDARD:**

# Handle perishable cargo

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE		
252376	Handle perishable cargo	Handle perishable cargo		
ORIGINATOR		PROVIDER		
SGB Transport and	Logistics Operations			
FIELD		SUBFIELD		
11 - Services		Transport, Operations and Logistics		
ABET BAND	UNIT STANDARD TYPE	UNIT STANDARD TYPE NQF LEVEL CREDITS		
Undefined	Regular	Level 2	6	

#### **SPECIFIC OUTCOME 1**

Explain and identify different perishable cargo.

#### **SPECIFIC OUTCOME 2**

Describe the packaging requirements for perishable cargo which is intended for transportation by air.

#### **SPECIFIC OUTCOME 3**

Identify risks and precautions when handling, storing and stowing perishable cargo.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Elective	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	



#### **UNIT STANDARD:**

# Explain transport principles used in international trade

SAQA US ID	UNIT STANDARD TITLE				
252380	Explain transport principles u	Explain transport principles used in international trade			
ORIGINATOR		PROVIDER			
SGB Transport and	nsport and Logistics Operations				
FIELD		SUBFIELD	SUBFIELD		
11 - Services		Transport, Operations and Logistics			
ABET BAND UNIT STANDARD TYPE		NQF LEVEL	CREDITS		
Undefined	Regular	Level 2 7			

#### SPECIFIC OUTCOME 1

Explain transport legislation in international trade.

# **SPECIFIC OUTCOME 2**

Explain standard trading conditions of transport and support service providers.

# **SPECIFIC OUTCOME 3**

Distinguish between the different transport services available for South African importers and exporters.

# QUALIFICATIONS UTILISING THIS UNIT STANDARD

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	

Source: National Learners' Records Database

Unit Standard 252380



#### **UNIT STANDARD:**

# Demonstrate an understanding of marine insurance concepts

SAQA US ID	UNIT STANDARD TITLE				
252383	Demonstrate an understandir	Demonstrate an understanding of marine insurance concepts			
ORIGINATOR		PROVIDER			
SGB Transport and	Logistics Operations				
FIELD	SUBFIELD				
11 - Services		Transport, Operations and Logistics			
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS		
Undefined	Regular	Level 2	6		

#### SPECIFIC OUTCOME 1

Explain the concept of transit insurance.

#### **SPECIFIC OUTCOME 2**

Identify the parties involved in the insurance of internationally traded goods in transit.

#### **SPECIFIC OUTCOME 3**

Explain the consequences of inadequate or omissions of transit insurance.

#### **SPECIFIC OUTCOME 4**

Describe the respective duties of the insured and freight forwarder in the event of loss or damage.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	



#### **UNIT STANDARD:**

# Explain special requirements for documenting and transporting dangerous goods

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE			
252385	Explain special requirements goods	Explain special requirements for documenting and transporting dangerous goods			
ORIGINATOR		PROVIDER			
SGB Transport and	Logistics Operations				
FIELD		SUBFIELD			
11 - Services		Transport, Operations and Logistics			
ABET BAND	UNIT STANDARD TYPE	NQF LEVEL	CREDITS		
Undefined	Regular	Level 2	5		

#### **SPECIFIC OUTCOME 1**

Define dangerous goods.

#### SPECIFIC OUTCOME 2

Explain dangerous goods classification, packing, labelling and storage requirements.

# **SPECIFIC OUTCOME** 3

Explain the specialised requirements for the transport of goods by air.

#### SPECIFIC OUTCOME 4

Explain the specialised requirements for the transport of goods by surface.

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	



#### **UNIT STANDARD:**

### Carry out routine freight forwarding processes and procedures.

SAQA US ID	UNIT STANDARD TITLE	UNIT STANDARD TITLE			
252386	Carry out routine freight forwa	Carry out routine freight forwarding processes and procedures.			
ORIGINATOR		PROVIDER			
SGB Transport and	Logistics Operations				
FIELD		SUBFIELD			
11 - Services		Transport, Operations and Logistics			
ABET BAND UNIT STANDARD TYPE		NQF LEVEL	CREDITS		
Undefined	Regular	Level 2	12		

#### SPECIFIC OUTCOME 1

Explain the freight transport operations and ancillary service providers involved in the movement of freight.

#### **SPECIFIC OUTCOME 2**

Explain the air freight transport operations and ancillary service providers involved in the international movement of freight.

#### **SPECIFIC OUTCOME 3**

Carry out routine airfreight import procedures.

#### **SPECIFIC OUTCOME 4**

Carry out routine airfreight export procedures.

# **SPECIFIC OUTCOME** 5

Carry out routine surface freight import procedures.

# **SPECIFIC OUTCOME** 6

Carry out routine surface freight export procedures.

# QUALIFICATIONS UTILISING THIS UNIT STANDARD

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	59326	National Certificate:	Level 2	Draft - Prep for P	
		International Trade		Comment	

Source: National Learners' Records Database

Unit Standard 252386

03/10/2007

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