



# QUALIFI

SUCCESS THROUGH LEARNING  
RECOGNISED WORLDWIDE

Qualifi Level 2 Award in International  
Supply Chain Operations

Qualifi Level 2 Certificate in International  
Supply Chain Operations

Qualifi Level 2 Diploma in International  
Supply Chain Operations

Specification (For Centres)

September 2020

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## About QUALIFI

QUALIFI provides academic and vocational qualifications that are globally recognised. QUALIFI's commitment to the creation and awarding of respected qualifications has a rigorous focus on high standards and consistency, beginning with recognition as an Awarding Organisation (AO) in the UK. QUALIFI is approved and regulated by Ofqual (in full). Our Ofqual reference number is RN5160. Ofqual is responsible for maintaining standards and confidence in a wide range of vocational qualifications.

As an Ofqual-recognised Awarding Organisation, QUALIFI has a duty of care to implement quality assurance processes. This is to ensure that centres approved for the delivery and assessment of QUALIFI's qualifications and awards meet the required standards. This also safeguards the outcome of assessments and meets national regulatory requirements.

QUALIFI's qualifications are developed to be accessible to all learners in that they are available to anyone who is capable of attaining the required standard. QUALIFI promotes equality and diversity across aspects of the qualification process and centres are required to implement the same standards of equal opportunities and ensure learners are free from any barriers that may restrict access and progression.

QUALIFI's policy document for learners with specific requirements or who need special consideration is available for centre reference. Centres are responsible for reviewing the applicant's ability to complete the training programme successfully and ultimately achieve a qualification. The initial assessment by the centre will need to take into account the support that is readily available or can be made available to meet individual needs as appropriate. The centre must also consider prior learning and qualifications and they must be in a position to make a judgement on the learner's entry requirements.

### Supporting Diversity

QUALIFI and its partners recognise and value individual difference and have a public duty to promote equality and remove discrimination in relation to race, gender, disability, religion or belief, sexual orientation and age.

### Learner Voice

Learners can play an important part in improving the quality of this course through the feedback they give. In addition to the ongoing discussion with the course team throughout the year, there are a range of mechanisms for learners to feed back about their experience of teaching and learning. This can include questionnaires and surveys to allow both centres and QUALIFI to understand how we can improve the learner experience.

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# 1 Introduction

## 1.1 Why Choose QUALIFI Qualifications?

QUALIFI qualifications look to provide a realistic and broad opportunity for learners seeking career and professional development. They will support learners in realising their potential and provide clear objectives.

These objectives are to:

- provide career path support to learners who wish to develop their management skills, enterprise capabilities and opportunities in their chosen sector
- improve learner understanding of any given business environment and organisations and how they are managed and developed
- develop skills and abilities in learners to support their professional development.

Our qualifications provide a rich mix of disciplines and skills development opportunities. Learners will gain insight into the functioning, objectives and processes of organisations, appreciating their diversity and the influences and impact of external forces on them. The fast-changing and complex business environment and different organisational ability to stay resilient and respond positively to change and opportunities will be explored.

Our qualifications will develop learners' ability to:

- apply analytical and evaluative techniques and to enhance those skills
- investigate issues and opportunities
- develop their awareness and appreciation of managerial, organisational and environmental issues
- use management techniques and practices in imaginative ways
- make use of relevant information from different sources
- develop and encourage problem solving and creativity to tackle problems and challenges
- exercise judgement and take responsibility for decisions and actions
- develop the ability to recognise and reflect on personal learning and improve their personal, social and other transferable skills.

## 1.2 Employer Support for the Qualification Development

The development of this qualification has been initiated and guided by discussions and idea sharing with a range of employers, providers and existing centres demonstrating the rigor, validity and demand for the qualifications.

Discussions and feedback have been taken throughout the development of the qualification on content, the potential learner audience for the qualification and assessment methods, ensuring a valuable experience and a recognised set of skills, knowledge and understanding is realised.

### **1.3 Qualification Titles and Codes**

This qualification has been accredited to the Regulated Qualification Framework (RQF) and has its own unique Qualification Accreditation Number (QAN). This number will appear on the learner's final certification document. Each unit within the qualification has its own RQF code. The QAN for these qualifications are:

Qualifi Level 2 Award in International Supply Chain Operations - 603/6632/1

Qualifi Level 2 Certificate in International Supply Chain Operations - 603/6630/8

Qualifi Level 2 Diploma in International Supply Chain Operations - 603/6631/X

### **1.4 Awarding Organisation**

QUALIFI LTD

## **2 Qualification Purpose, Rational, Aims Outcomes**

### **2.1 Qualification Purpose**

The Level 2 Award, Certificate and Diploma in International Supply Chain Operations are qualifications for learners aspiring to enter the logistics and supply chain sector. In particular the qualifications look to equip learners with an understanding of logistics and supply chain operational management, in a blend of historic models and modern-day techniques.

We hope that centres and learners take the opportunity to learn a great deal from these qualifications that will provide relevant new skills and knowledge. It is envisaged that the qualifications will encourage both academic and professional development so that learners move forward to realise not just their own potential but also that of organisations across the industry.

### **2.2 Rationale for the Qualifications**

The rationale of the qualifications is to provide a career path for learners who wish to develop their academic and practitioner research and critical thinking capabilities within the logistics and supply chain sector. The outcomes of these regulated qualifications are for learners to develop the skills required by organisations and the industry globally. The qualifications will:

- prepare learners for employment; and
- support a range of roles in the workplace.

The qualifications are suitable for part-time learners in the workplace but is equally appropriate for full-time learners who can also participate in formal work placements or part-time employment. Learners can progress into or within employment in the logistics and supply chain sector.

## 2.3 Overall Aims of the Qualifications

The Level 2 qualification in International Supply Chain Operations will require learners to evaluate a wide range of logistics and supply chain techniques and operational models. In addition, learners will need to demonstrate a detailed understanding of local and global issues that have an impact on the overall operations of modern-day supply chain operations.

By undertaking a detailed analysis of logistics and supply chain operations, learners will examine how different functions within an organisation can affect overall logistics and supply chain management strategy.

These qualifications require learners demonstrate a range of skills required of today's modern-day logistics and supply chain operations, enabling participants' abilities to deal with the complexities of extended logistics and supply operations on successful completion.

The Qualifi Level 2 Award, Certificate and Diploma in International Supply Chain Operations aims to give learners the opportunity to:

1. Gain a recognised qualification from an internationally recognised awarding organisation.
2. Learn from a curriculum supported by the most recent content relevant to a contemporary business environment.
3. Develop new skills and knowledge that can be applied immediately and in the context of logistics and supply chain management.
4. Prepare for positions in leadership and management through personal and professional development as a leader that thrives in complex and globally diverse environments.
5. Have assessments marked and moderated by respected academic and practitioner professionals with practical experience across a number of logistics and supply chain sectors.
6. Progress along a pathway to gain a higher-level qualification.

## 2.4 Learning Outcomes

The overall learning outcomes of the qualifications are to:

1. Identify different approaches and implementation standards with regards logistics and supply chain operations
2. Understand the role of leadership in supply chain management
3. Review the impact of globalisation on an organisation's extended logistics and supply chain operations
4. Understand and apply the principles of ethics and sustainability in global supply chains
5. Learn problem-solving techniques that are specific to supply chain crisis management
6. Evaluate team management and communication skills
7. Examine the impacts of supply chain shocks on business operations
8. Understand the effects of customers and trade on international supply chain operations

These are the overall learning outcomes in line with a level 2 qualification. The learning outcomes for each of the units are identified in Appendix 1 within the descriptors.

## 3. Delivering the Qualifications

### 3.1 Quality Assurance Arrangements

All centres go through an approval process to be recognised as an approved centre. Centres must have in place qualified and experienced tutors. The experience of tutors and their ability to support learners will be important. Centres must commit to working with QUALIFI and its team of Quality Reviewers/External Verifiers. Continuing professional development (CPD) for tutors is also required.

Approved centres will be monitored by QUALIFI External Quality Reviewers (EQAs) to ensure that learners are provided with appropriate learning opportunities and guidance. EQAs will ask to see and discuss a centre's assessment plans. The suitability of these plans will be agreed with the centre.

QUALIFI's guidance on invigilation, preventing plagiarism and collusion will apply to centres.

#### Trainer Requirements

- Trainers must be appropriately qualified and occupationally competent in the areas in which they are training. They must have a minimum of 4 years' experience in logistics and/or supply chain for which they will be training and supervising
- They must hold or be working toward a Level 3 Award in Education and Training or equivalent.

#### Assessor/Examiner Requirements

- Assessors must be appropriately qualified and occupationally competent in the areas in which they are assessing. They must have a minimum of 5 years' experience in strategic operational management for which they will be assessing
- They must hold a Level 3 Award in Education and Training or equivalent

#### Internal Verifier/Moderator Requirements

- Internal Verifiers must be appropriately qualified and occupationally competent in the areas in which they are moderating. They must have a minimum of 4 years' experience in logistics and/or supply chain for which they will be verifying internally
- They must hold or be working towards a Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice and/or Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice
- They must demonstrate that they have undertaken Continued Professional Development (CPD) activities relating to occupational health and safety or auditing quality assurance to maintain and update their skills and knowledge within the last year.

## **3.2 Access to Study**

All learners should be invited to an induction event to be introduced to the programme in detail through presentations and discussions with tutors and the centre support team.

All learners should be issued with a handbook, a timetable and meet with their personal tutor and fellow learners. Centres should assess learners carefully to ensure that they take the right qualification and the right pathways or optional units to allow them to progress to the next stage.

Centres should check the qualification structures and unit combinations carefully when advising learners. Centres will need to ensure that learners have access to a full range of information, advice and guidance in order to support them in making the necessary qualification and unit choices. When learners are recruited, centres need to give them accurate information on the title and focus of the qualification for which they are studying.

All learners must be registered with QUALIFI within 30 days of centre registration.

## **3.3 Entry Criteria**

The qualification has been designed to be accessible without artificial barriers that restrict access and progression. There are no minimum requirements for these Level 2 qualifications.

# **4 Structure of the Qualification**

## **4.1 Units, Credits and Total Qualification Time (TQT)**

The QUALIFI Award, Certificate and Diploma in International Supply Chain Operations is a Level 2 qualification with mandatory and optional units.

These units have been designed from a learning time perspective and are expressed in terms of Total Qualification Time (TQT). TQT is an estimate of the total amount of time that could reasonably be expected to be required for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a Qualification. TQT includes undertaking each of the activities of Guided Learning, Directed Learning and Invigilated Assessment.

Examples of activities which can contribute to Total Qualification Time include:

- guided learning
- independent and unsupervised research/learning
- unsupervised compilation of a portfolio of work experience
- unsupervised e-learning
- unsupervised e-assessment/unsupervised coursework
- watching a pre-recorded podcast or webinar
- unsupervised work-based learning.



Guided Learning Hours (GLH) are defined as the time when a tutor is present to give specific guidance towards the learning aim being studied on a programme. This definition includes lectures, tutorials and supervised study in, for example, open learning centres and learning workshops. Guided Learning includes any supervised assessment activity; this includes invigilated examination and observed assessment and observed work-based practice.

Some examples of activities which can contribute to Guided Learning include:

- classroom-based learning supervised by a tutor
- work-based learning supervised by a tutor
- live webinar or telephone tutorial with a tutor in real time
- e-learning supervised by a tutor in real time
- all forms of assessment which take place under the immediate guidance or supervision of a tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.

## 4.2 Qualification Structure

### Qualifi Level 2 Award International Supply Chain Operations

This is a single unit, 10 credit qualification. Learners must choose one unit from the core units.

### Qualifi Level 2 Certificate International Supply Chain Operations

This is a 3 unit, 30 credit qualification. Learners must choose one unit from the core units and two units from either the core or optional units.

### Qualifi Level 2 Diploma International Supply Chain Operations

This is a 4 unit, 40 credit qualification. Learners must choose must choose one unit from the core units and three units for either the core or optional units.

Unit Reference	Core Units	Level	TQT	Credits	GLH
T/618/4687	Leadership and Supervision in a Global Supply Chain Context	2	100	10	75
A/618/4688	Principles of Supply Chain Operations Management	2	100	10	75
F/618/4689	Principles of Safety and Security in Logistics Operations	2	100	10	75

Unit Reference	Optional Units	Level	TQT	Credits	GLH
T/618/4690	Principles of Customs and International Freight	2	100	10	75
A/618/4691	Principles of Inventory and Procurement Management	2	100	10	75

### **4.3 Progression and Links to other QUALIFI Programmes**

Learners completing the QUALIFI Level 2 Diploma International Supply Chain Operations can progress to:

- QUALIFI Level 3 and 4 Diploma Supply Chain Management;
- directly into employment in an associated profession

### **4.4 Recognition of Prior Learning**

Recognition of Prior Learning (RPL) is a method of assessment (leading to the award of credit) that considers whether learners can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess, and so do not need to develop through a course of learning.

QUALIFI encourages centres to recognise learners' previous achievements and experiences whether at work, home or at leisure, as well as in the classroom. RPL provides a route for the recognition of the achievements resulting from continuous learning. RPL enables recognition of achievement from a range of activities using any valid assessment methodology. Provided that the assessment requirements of a given unit or qualification have been met, the use of RPL is acceptable for accrediting a unit, units or a whole qualification.

Evidence of learning must be valid and reliable. For full guidance on RPL please refer to QUALIFI's policy document on RPL.

## **5 Guidance to Teaching and Learning**

To ensure consistency and quality of delivery amongst centres, QUALIFI has outlined a number of policies and procedures required to ensure the very best standards are available to learners. These include:

- expertise of staff
- learning and teaching methods
- study skills
- learning resources
- personal development planning
- career opportunities.

The policies and procedures are available on request to all accredited centres or to those wishing to apply for accreditation to deliver QUALIFI qualifications.

## 6 Learner Support

Centres should continue to support learners and encourage appropriate behaviour. To ensure consistency and quality of delivery amongst centres, QUALIFI has outlined a number of policies and procedures to ensure the very best standards are available to learners. These include:

- learners with disabilities
- health and safety
- conduct
- progression
- weekly timetable/attendance requirements.

The policies and procedures are available on request to all accredited centres or to those wishing to apply for accreditation to deliver QUALIFI qualifications.

### 6.1 Data Protection

All personal information obtained from learners and other sources in connection with studies will be held securely and will be used during the course and after they leave the course for a variety of purposes. These should be all explained during the enrolment process at the commencement of learner studies. If learners or centres would like a more detailed explanation of the partner and QUALIFI policies on the use and disclosure of personal information, please contact QUALIFI via email [support@QUALIFI-international.com](mailto:support@QUALIFI-international.com)

## 7. Assessment

This qualification is vocational as can support a learner's career progression. To meet QUALIFI's aim to provide an appropriate assessment method, each unit will be assessed through tasks that will be written in a way to make them realistic 'work-related' tasks wherever possible. Learners will need to demonstrate their knowledge, understanding, original thought, problem-solving and recommendations on actions will also be asked for where appropriate. Intellectual rigour will be expected that is appropriate to the level of the qualification.

Assignments will contain a question strand for each of the given unit's learning outcomes. The assignment tasks will address the LO (learning outcome) and AC (assessment criteria) requirements. Within assignments, there will always be requirements for learners to engage with important and relevant theory that underpins the subject area.

The assignment questions will require learners to draw on real organisations to illustrate their answers. Mature and part-time learners will ideally be able to draw on their personal work experience too.

Sample assessments and marking schemes are available on request as part of the Qualification Specification supplied to centres.

For further information please contact Qualifi.

## **8. Course Regulations**

### **8.1 Course Requirements**

Learners must complete all units and pass the appropriate mark to receive the full Award, Certificate or Diploma.

QUALIFI will issue certificates to all successful learners through the registered centres.

### **8.2 Classification of Awards**

This qualification is pass/fail.

Decisions about the overall achievements of awards are made by QUALIFI through the application of the academic and relevant course regulations. It is based on the Average Percentage Mark (APM) or, at the discretion of QUALIFI, on the basis of learners' overall profile and performance subject to the minimum requirements.

### **8.3. Learner Voice**

Learners can play an important part in improving the quality of this course through the feedback they give. In addition to the ongoing discussion with the course team throughout the year, there is a range of mechanisms for learners to feed back about their experience of teaching and learning.

### **8.4 Complaints**

QUALIFI recognises that there may be occasions when learners and centres have cause for complaint about the service received. When this happens, the complaints procedure is intended to provide an accessible, fair and straightforward system that ensures as an effective, prompt and appropriate response as possible.

For more information on our formal complaints procedure please contact in the first instance or email: [support@QUALIFI-international.com](mailto:support@QUALIFI-international.com)

## **9 Equality and Diversity**

QUALIFI recognises that discrimination and victimisation are unacceptable and that it is in the interests of QUALIFI employees to utilise the skills of the total workforce. It is our aim to ensure that no employee or other representative of QUALIFI receives less favourable facilities or treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, gender/gender reassignment, marriage/civil partnership, pregnancy/maternity, race, religion or belief, sex, or sexual orientation (protected characteristics).

Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give their best. We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all.

Our staff will not discriminate directly or indirectly, or harass customers or clients because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of QUALIFI's goods or services.

This policy and the associated arrangements shall operate in accordance with statutory requirements, particularly the Equality Act 2010 <https://www.gov.uk/equality-act-2010-guidance>. In addition, full account will be taken of any guidance or codes of practice issued by the Equality and Human Rights Commission, any government departments, and any other statutory bodies.

The policy document will be monitored and reviewed annually and can be downloaded from our website or by making contact with QUALIFI.

## **10. Further Professional Development and Training**

QUALIFI supports UK and international customers with training related to our qualifications. This support is available through a choice of training options offered through publications or through customised training at your centre.

The support we offer focuses on a range of issues including:

- planning for the delivery of a new programme
- planning for assessment and grading
- developing effective assignments
- building your team and teamwork skills
- developing learner-centred learning and teaching approaches
- building in effective and efficient quality assurance systems.

You can request customised training through your registered centre in the first instance. If you need to contact QUALIFI directly:

Our customer service number: +44 (0) 115 888 2323

Or email: [support@QUALIFI-international.com](mailto:support@QUALIFI-international.com)

Website: [www.QUALIFI.net](http://www.QUALIFI.net) [www.QUALIFI-international.com](http://www.QUALIFI-international.com)

## Appendix 1: Unit Descriptors

### QUALIFI Level 2 Award in Supply Chain Operations

#### Unit C201: Leadership and Supervision in a Global Supply Chain Context

Unit code: T/618/4687

RQF level: 2

#### Aim

The aim of this unit is to enable learners to develop an ability to understand the basics of supply chain management, both in a local and global context.

#### Learning Outcomes and Assessment Criteria

<b>Learning Outcomes.</b> To achieve this unit a learner will be able to:	<b>Assessment Criteria.</b> Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Understand the roles and responsibilities of leadership and supervision in a global supply chain context.	1.1 Describe the various characteristics of leadership and supervision.  1.2 Describe the key roles and responsibilities of an operational leader/supervisor.  1.3 Identify the role of leadership and supervision within team member development.
2. Understand the accountability and responsibility of leadership and supervision in a global supply chain context.	2.1 Explain the roles of authority with leadership and supervision.  2.2 Identify the leadership and supervision role with regard to welfare in the workplace.  2.3 Assess the risks associated with accountability in a leadership context.
3. Understand the importance of communication within teams in a global supply chain context.	3.1 Assess the methods of communication used within operational team management.  3.2 Prioritise actions that permit the most effective communication within teams.  3.3 Assess the potential barriers to effective communication within operational teams.

## Assessment Guidance

To demonstrate all learning outcomes and assessment criteria, each unit should follow the same assessment methodology:

- Summative: a report, synthesising key themes from the learning outcomes against an online workbook demonstrating subject level understanding against the assessment criteria (c. 1,500 words).

This unit is graded on a pass or fail basis and the learner must demonstrate evidence against all of the listed assessment criteria in order to achieve this unit.

## Delivery Guidance

The course will be delivered by a series of workshops. Communication with the cohort will be facilitated using instant messaging tools via a VLE to support a collaborative approach to learning. Learners will have on-line and group tutorials and will be encouraged to use the VLE to discuss topics with fellow learners. Each topic content release will encourage students to research, read around the subject, take part in activities and communicate with the tutor.

## Indicative Content

In this unit learners will study a number of models, concepts and ideas that can be used to manage resilience and recovery for supply chains. Learners will further be introduced to, and encouraged to discuss, some of the management models, concepts and ideas that could be used to develop risk awareness and resilience creation in supply chains, both local and global.

Content includes:

- Leading in an operational context
- Team development
- Leadership styles
- Resource management
- Human factors
- Effective communication

## Resources

Resources will be made available within the VLE to ensure that current peer reviewed journals and papers are used to contextualise learner experience and keep the reading and learner experience fresh.

## Unit C202: Principles of Supply Chain Operations Management

Unit code: A/618/4688

RQF level: 2

### Aim

This unit will give learners a basic understanding of the concepts and methodologies associated with the global supply chain marketplace. It is designed to support individuals to gain and develop their career profile within the supply chain sector.

### Learning Outcomes and Assessment Criteria

<b>Learning Outcomes. To achieve this unit a learner will be able to:</b>	<b>Assessment Criteria. Assessment of this learning outcome will require a learner to demonstrate that they can:</b>
1. Understand the characteristics and links with supply chain management.	1.1 Describe the various characteristics of a local supply chain.  1.2 Describe the varying characteristics of global supply chain management.  1.3 Formulate an understanding of the basic characteristics of supply chain management.
2. Understand the roles of different stakeholders in a supply chain.	2.1 Assess the roles that specific organisations play within a supply chain.  2.2 Describe the organisational make-up of the traditional supply chain.  2.3 Assess the risks associated with the operation of a supply chain.
3. Understand the digital connectivity sources within a supply chain.	3.1 Assess the methods of digital connectivity used within a supply chain.  3.2 Prioritise actions that permit the most effective use of digital infrastructure within logistics operations  3.3 Assess the potential barriers to effective digital connectivity usage.



## Assessment Guidance

To demonstrate all learning outcomes and assessment criteria, each unit should follow the same assessment methodology:

- Summative: a report, synthesising key themes from the learning outcomes against an online workbook demonstrating subject level understanding against the assessment criteria (c. 1,500 words).

This unit is graded on a pass or fail basis and the learner must demonstrate evidence against all of the listed assessment criteria in order to achieve this unit.

## Delivery Guidance

The course will be delivered by a series of workshops. Communication with the cohort will be facilitated using instant messaging tools via a VLE to support a collaborative approach to learning. Learners will have on-line and group tutorials and will be encouraged to use the VLE to discuss topics with fellow learners. Each topic content release will encourage students to research, read around the subject, take part in activities and communicate with the tutor.

## Indicative Content

In this unit learners will study a number of models, concepts and ideas that can be used to manage resilience and recovery for supply chains. Learners will further be introduced to, and encouraged to discuss, some of the management models, concepts and ideas that could be used to develop risk awareness and resilience creation in supply chains, both local and global.

Content includes:

- Risk and resilience
- Distribution operations
- Agile and flexible supply chains
- Lead time and inventory
- Supply chain relationships
- Stakeholder identification

## Resources

Resources will be made available within the VLE to ensure that current peer reviewed journals and papers are used to contextualise learner experience and keep the reading and learner experience fresh.

## Unit C203: Principles of Safety and Security in the Logistics Operation

Unit code: F/618/4689

RQF level: 2

### Unit Aim

The aim of this unit is to provide learners with the basic operational understanding of logistics operations, including health and safety considerations, hazards, procedures, understanding and monitoring of the workplace for risk. In addition, it looks toward building operational workplace security and building an understanding of minimising loss and wastage in the workplace.

Learning Outcomes. To achieve this unit a learner will be able to:	Assessment Criteria. Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Work safely in a supply chain and logistics environment.	1.1 Describe the actions to be taken in event of fire, accident or emergency.  1.2 Use of emergency equipment safely.  1.3 Use protective clothing and equipment safely.  1.4 Explain the responsibilities of working under the health and safety act /COSHH.
2. Monitor and identify workplace hazards in a supply chain and logistics environment.	2.1 Communicate effectively with colleagues to mitigate health and safety issues in the workplace  2.2 Respond to requests from colleagues in relation to health and safety aspects of logistics operations  2.3 Obtain assistance or information from colleagues with regards to health and safety occurrences and their mitigation in the workplace.  2.4 Display an understanding of the most likely accidents and emergencies in the workplace and how to deal with them.
3. Contribute to workplace security in a supply chain and logistics environment.	3.1 Comply with organisational processes and governance.  3.2 Describe the constructs of loss prevention in a logistics operation.  3.3 Describe the tools and techniques available to minimise loss and wastage in a logistics operation.

## Assessment Guidance

To demonstrate all learning outcomes and assessment criteria, each unit should follow the same assessment methodology:

- Summative: a report, synthesising key themes from the learning outcomes against an online workbook demonstrating subject level understanding against the assessment criteria (c. 1,500 words).

This unit is graded on a pass or fail basis and the learner must demonstrate evidence against all of the listed assessment criteria in order to achieve this unit.

## Delivery Guidance

The course will be delivered by a series of workshops. Communication with the cohort will be facilitated using instant messaging tools via a VLE to support a collaborative approach to learning. Learners will have on-line and group tutorials and will be encouraged to use the VLE to discuss topics with fellow learners. Each topic content release will encourage students to research, read around the subject, take part in activities and communicate with the tutor.

## Indicative Content

In this unit learners will study a number of models, concepts and ideas that can be used to manage resilience and recovery for supply chains. Learners will further be introduced to, and encouraged to discuss, some of the management models, concepts and ideas that could be used to develop risk awareness and resilience creation in supply chains, both local and global.

Content includes:

- Safety and security in the workplace
- Incident management
- Evacuation procedures
- Monitoring workplace for hazards
- Principles of health & safety
- Loss prevention
- Minimising wastage

## Resources

Resources will be made available within the VLE to ensure that current peer reviewed journals and papers are used to contextualise learner experience and keep the reading and learner experience fresh.

## Unit C204: Principles of Customs and International Freight

Unit code: T/618/4690

RQF level: 2

### Unit Aim

The aim of this unit is to provide the opportunity for learners to evaluate the underlying concepts and considerations relating to customs and international trade. Learners will gain the basics of the intersection between local and global trade alongside the considerations required for customs and policy-led trade operations.

Learning Outcomes. To achieve this unit a learner will be able to:	Assessment Criteria. Assessment of this learning outcome will require a learner to demonstrate that they can:
1. Appraise current trade and freight operations.	1.1 Describe what is meant by the terms “trade” and “freight” in globalised supply chains.  1.2 Explain the difference between local, regional and international trade.  1.3 Describe the linkages between trade, freight and considerations related to transport mode.
2. Appraise the different multi-modal transport modes and their effect on customers and trade legislation.	2.1 Describe the different transport modes and their effect on lead time and regional policy adherence.  2.2 Evaluate the transport modal shift benefits associated with customs and trade adherence.  2.3 Evaluate how International Commercial Terms for trade effect overall supply chain performance.
3. Provide recommendations to challenges associated with legislation and regulations and the movement of goods.	3.1 Analyse how different countries’ legislation can affect the movement of goods by air, rail, road and sea.  3.2 Define how to collate information relating to the governance adherence of customs and trade policy in a European and International context.  3.3 Describe the tools and techniques available to monitor the adherence to customs and trade policy during transit.

## Assessment Guidance

To demonstrate all learning outcomes and assessment criteria, each unit should follow the same assessment methodology:

- Summative: a report, synthesising key themes from the learning outcomes against an online workbook demonstrating subject level understanding against the assessment criteria (c. 1,500 words).

This unit is graded on a pass or fail basis and the learner must demonstrate evidence against all of the listed assessment criteria in order to achieve this unit.

## Delivery Guidance

The course will be delivered by a series of workshops. Communication with the cohort will be facilitated using instant messaging tools via a VLE to support a collaborative approach to learning. Learners will have on-line and group tutorials and will be encouraged to use the VLE to discuss topics with fellow learners. Each topic content release will encourage students to research, read around the subject, take part in activities and communicate with the tutor.

## Indicative Content

In this unit learners will study a number of models, concepts and ideas that can be used to manage resilience and recovery for supply chains. Learners will further be introduced to, and encouraged to discuss, some of the management models, concepts and ideas that could be used to develop risk awareness and resilience creation in supply chains, both local and global.

Content includes:

- Import & export management
- Financial risk management
- International trade transaction
- INCOTERMS
- Currency risk
- Multi-modal visibility
- Systems views of international trade

## Resources

Resources will be made available within the VLE to ensure that current peer reviewed journals and papers are used to contextualise learner experience and keep the reading and learner experience fresh.

## Unit C205: Principles of Inventory and Procurement Management

Unit code: A/618/4691

RQF level: 2

### Aim

The aim of this unit is to provide future logistics and supply chain professionals with an introduction to budgets and procurement. It will enable learners to understand the workings of procurement and its positioning within the logistics and supply chain sector.

### Learning Outcomes and Assessment Criteria

<b>Learning Outcomes. To achieve this unit a learner will be able to:</b>	<b>Assessment Criteria. Assessment of this learning outcome will require a learner to demonstrate that they can:</b>
1. Understand the concepts and frameworks relating to the characteristics of inventory management.	1.1 Identify the links between inventory management and supply chain operational management.  1.2 Identify data sources within a value chain that assist with inventory management.  1.3 Determine the risks associated with inventory management practices.
2. Evaluate the concepts and frameworks of procurement in a supply chain context.	2.1 Identify patterns, trends and impacts associated with with contract management.  2.2 Formulate a supplier management process for logistics operations  2.3 Evaluate the opportunities that reside with good procurement governance.  2.4 Analyse the resilience measures required within supply chain procurement operations.
3. Understand the importance of monitoring supplier performance.	3.1 Analyse current problem-solving models for supplier key performance measurement.  3.2 Formulate a problem-solving matrix for supplier performance.  3.3 Identify different stages of contract and supplier management.  3.4 Analyse processes and methodologies for measuring the impact of decision-making in supply chain management.

## Assessment Guidance

To demonstrate all learning outcomes and assessment criteria, each unit should follow the same assessment methodology:

- Summative: a report, synthesising key themes from the learning outcomes against an online workbook demonstrating subject level understanding against the assessment criteria (c. 1,500 words).

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## Indicative Content

In this unit learners will study a number of models, concepts and ideas that can be used to manage resilience and recovery for supply chains. Learners will further be introduced to, and encouraged to discuss, some of the management models, concepts and ideas that could be used to develop risk awareness and resilience creation in supply chains, both local and global.

Content includes:

- Inventory management
- Cost benefit analysis
- Procurement contract management
- Understanding the role of procurement within supply
- Managing customer demands
- Key performance indicators
- Ethics related to procurement

## Resources

Resources will be made available within the VLE to ensure that current peer reviewed journals and papers are used to contextualise learner experience and keep the reading and learner experience fresh.