

**Specification of Competency Standards**  
**for the Logistics Industry**  
**Unit of Competency**

Functional Area - Cargo Transport and Handling

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| Title               | Plan air cargo consolidation   |
| Code                | LOAFCT303B   |
| Range               | This unit of competency is applicable to air freight forwarders and logistics companies. Practitioners should be capable to effectively perform air cargo consolidation after receiving the cargo according to company's procedures and requirements.  |
| Level               | 3  |
| Credit              | 6 (For Reference Only)   |
| Competency          | <p>Performance Requirements</p> <p>1. Possess basic knowledge of cargo consolidation</p> <ul style="list-style-type: none"> <li>• Understand the following information according to airfreight space booking condition, remarks and booking record summary: <ul style="list-style-type: none"> <li>○ Serial number of master/house air waybill</li> <li>○ Shipper and consignee</li> <li>○ Name and code of the airport at the place of re-export and destination</li> <li>○ Quantity and classification of cargo</li> <li>○ Time for the package and document to be ready</li> <li>○ Expected cargo arrival time</li> <li>○ Expected or actual cargo weight and dimension</li> <li>○ Special handling needed (if necessary)</li> </ul> </li> <li>• Restrictions on different airfreight load devices and pallets, such as total carrying capacity, volume, floor loading limitation, etc.</li> <li>• Carriage requirements of different aircraft types</li> <li>• Requirements on aircraft unit load device, carriage and security of different importing countries or airport</li> </ul> <p>2. Prepare air cargo consolidation plan</p> <ul style="list-style-type: none"> <li>• Estimate cargo space needed</li> <li>• Book airfreight space from individual air cargo operator</li> <li>• Confirm the airfreight space with the individual air cargo operator</li> <li>• Draft loading plan and submit for superior's verification and approval</li> <li>• Check all freight plans and make suitable adjustments according cargo volume, weight and size, and prepare the best consolidation plan according to regulator's guidelines</li> <li>• Check whether the cargo mix of the consolidation plan meets the requirements of the respective airport, aircraft type and importing countries and security requirement</li> <li>• Compile consolidation plan for the logistic company, freight forwarder or warehousemen of the air cargo terminal to perform consolidation work</li> <li>• Apply software to compile consolidation plan</li> </ul> <p>3. Professionalism in cargo consolidation</p> <ul style="list-style-type: none"> <li>• The consolidation plan should not exceed the physical loading limit of the load device, and should fully utilise the space and loading so as to reduce the carrying costs and achieve the highest return with the best proportion of cargo weight and volume</li> </ul> |
| Assessment Criteria | <p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> <li>• Capable to compile a consolidation plan according to the requirements of the company and regulators; and</li> </ul>  |

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|--------|---|
|        | <ul style="list-style-type: none"><li>• Capable to make full use of the load device and pallets when compiling the consolidation plan</li></ul> |
| Remark |   |