

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

Functional Area - Cargo Transport and Handling

Title	Handle dutiable air cargo
Code	LOAFCT311B
Range	This unit of competency is applicable to freight forwarders, logistics companies or air cargo terminals. Practitioners should be capable to handle dutiable air cargo effectively according to cargo types.
Level	3
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Possess basic knowledge of dutiable air cargo</p> <ul style="list-style-type: none"> <li>• Understand the concepts and principles of the requirements for bonded warehouse exemptions</li> <li>• Understand the operation of bonded warehouse</li> <li>• Understand the storage time limit of bonded warehouse and dutiable cargo</li> <li>• Understand the operation of open bonded warehouse</li> <li>• Understand regulations related to dutiable cargo</li> <li>• Know the new and updated requirement of the legislations related to dutiable cargo</li> <li>• Understand dutiable cargo types, their handling process and steps</li> <li>• Understand the documents, import / export licenses and business documentations required for handling dutiable cargo</li> </ul> <p>2. Handle dutiable air cargo</p> <ul style="list-style-type: none"> <li>• Handle dutiable cargo and other cargoes separately</li> <li>• Submit dutiable cargo handling permit</li> <li>• Store dutiable cargo in bonded warehouse or bonded area under supervision of customs</li> <li>• Take record of the in/out and stock of the dutiable cargo</li> <li>• Inform the customs authority of the condition regarding the in/out and stock of the dutiable cargo</li> <li>• Contact the customs authority to check the bonded warehouse concerned</li> <li>• Fill in correctly the documents required</li> <li>• Contact the customs authority to handle the re-package and labelling of the cargo concerned</li> <li>• Declare to the customs authority the inconsistencies between the actual stock and the record</li> <li>• Submit the relevant record upon customs' enquiry</li> <li>• Report to superior for any doubts</li> <li>• Establish records for irregularities and share with all departments</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 arrange dutiable cargo moving in and out of the bonded warehouse according to relevant customs procedures; and</li> <li>• Capable to correctly fill in and handle documents according to relevant customs procedures, and to take record of them</li> </ul>
Remark	