

<b>National Vocational Certificate in Transport, Operations and Logistics (Freight Handling) (Level 2)</b>
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**NQF Level of qualification: 2**

**Total credits available: 87**

**Total credits required: 87**

	<b>Compulsory</b>	<b>Elective</b>
<b>Level 1 credits available</b>	<b>37</b>	-
<b>Level 2 credits available</b>	<b>38</b>	-
<b>Level 3 credits available</b>	<b>12</b>	-
<b>Minimum totals required</b>	<b>87</b>	-

**Registration date:** 07 October 2020

**Scheduled review date:** 07 October 2025

**Body responsible for the qualification:** Namibia Training Authority through the Transport, Warehousing and Logistics Industry Skills Committee.

**Other bodies whose unit standards are included in the qualification:** None

## 1. PURPOSE

This qualification recognises people who have the competencies required for working in the field of Transport and Logistics. It is awarded to people who have demonstrated the skills and knowledge required to demonstrate introductory knowledge of transport and logistics; apply basic principles of cargo handling; demonstrate an understanding of geographical principles, interpret maps and navigate pre-determined routes; carry out calculations and measurements for logistics operations; despatch freight; move cargo using manual handling methods; package, load, secure and unload cargo for transportation; pick, allocate, package and group freight for despatch; receive freight; lift, move and place loads with a forklift as part of freight operations, apply the basic skills of customer service in a logistics environment and apply basic business ethics in a work environment.

They further have a good understanding of providing basic First Aid, demonstrate basic awareness of HIV and AIDS, demonstrate basic knowledge of workplace health and safety, apply basic reading skills in a workplace environment and interact with others in a workplace environment, use workplace documents and apply fundamental computer literacy skills.

This qualification is designed to be accessible and flexible. The entry requirement for this qualification is the ability to demonstrate basic communication skills in the English language and the ability to demonstrate basic numeracy skills. This has been done in order to remove barriers of formal educational prerequisites.

This qualification leads vertically to the National Vocational Certificate in Transport, Operations and Logistics (Freight Handling) (Level 3).

## 2 REGULATIONS FOR THE QUALIFICATION

### 2.1 Summary of qualification requirements

This qualification will be awarded to people who are credited with a minimum of **87** credits and have met the requirements of the compulsory sections, as well as all requirements for Workplace Integrated Learning (WIL) as laid out in the National Policy On Work-Integrated Learning for Technical and Vocational Education and Training (TVET).

### 2.2 Detailed qualification requirements

#### Compulsory

*All the unit standards listed below are required.*

**FIELD:** Business, Commerce and Management Studies  
**Subfield:** Transport, Operations and Logistics  
**Domain:** Freight Operations

Unit ID	Unit Standard Title	Level	Credit
2371	Demonstrate introductory knowledge of transport and logistics	3	3
2372	Apply basic principles of cargo handling	3	4
2373	Demonstrate an understanding of geographical principles, interpret maps and navigate pre-determined routes	2	3
2374	Carry out calculations and measurements for logistics operations	3	5
2375	Dispatch Freight	2	4
2376	Move cargo using manual handling methods	2	7
2377	Package, load, secure and unload cargo for transportation	2	3
2378	Pick, allocate, package and group freight for dispatch	2	4
2379	Receive freight	2	4
2380	Lift, move and place loads with a forklift as part of freight operations	2	5

#### AND

**FIELD:** Business, Commerce and Management Studies  
**Subfield:** Transport, Operations and Logistics  
**Domain:** Freight Management and Administration

Unit ID	Unit Standard Title	Level	Credits
2339	Apply basic skills of customer service in a logistics environment	2	4
2340	Apply basic business ethics in a work environment	2	4

#### AND

**FIELD:** Health Sciences and Social Services

**Subfield:** Core Health

**Domain:** First Aid

Unit ID	Unit Standard Title	Level	Credits
843	Provide Basic First Aid	1	3

**AND**

**FIELD:** Health Sciences and Social Services

**Subfield:** Core Health

**Domain:** HIV and AIDS Awareness

Unit ID	Unit Standard Title	Level	Credits
1155	Demonstrate basic awareness of HIV and AIDS	1	6

**AND**

**FIELD:** Health Sciences and Social Services

**Subfield:** Preventive Health

**Domain:** Occupational Health and Safety

Unit ID	Unit Standard Title	Level	Credits
1157	Demonstrate basic knowledge of workplace health and safety	1	7

**AND**

**FIELD:** Communication Studies and Language

**Subfield:** Communication Skills

**Domain:** Foundation Communication Skills

Unit ID	Unit Standard Title	Level	Credits
1150	Apply basic reading skills in a workplace environment	1	3
1151	Interact with others in a workplace environment	1	5
1152	Use workplace documents	1	5

**AND**

**FIELD:** Physical, Mathematical and Computer Sciences

**Subfield:** Information Communication Technology

**Domain:** Computing Fundamentals

Unit ID	Unit Standard Title	Level	Credits
1156	Apply fundamental computer literacy skills	1	8

### 3 CREDIT RECOGNITION AND TRANSFER ARRANGEMENTS

This qualification has been designed to cater for the specific empowerment needs of people working in the transport and logistics environment in Namibia, and therefore credit transfers from other qualifications will not be considered.

#### 4 SPECIAL ARRANGEMENTS

4.1 Providers seeking registration and/or accreditation to deliver this qualification must meet the following special arrangements.

4.1.1 This qualification will be offered to trainees either including a 6 months' period of **industrial/job attachment**, or as an **apprenticeship scheme** of a duration determined and agreed upon by the employer and the training provider on a ratio of 70/30 (70% at workplace and 30% at Training institution) basis.

**Industrial/job attachment** is defined as a period in a workplace setting where a trainee obtains structured practical experience in a specific occupation in order to complement competencies acquired during training at a technical vocational training provider (TVTP).

**Apprenticeship** refers to the system of work integrated learning, where an apprentice is employed by a company on contractual basis, earning a monthly salary, learning and working side-by-side with an experienced mentor.

In this case the employer must be an NTA approved entity (company) to register apprentices and has to identify a suitable training provider to provide the apprentice with the opportunity to gain skills and knowledge from theoretical training.

Employers and training providers are encouraged to consult the **National Policy On Work-Integrated Learning (WIL) for Technical and Vocational Education and Training (TVET) Sector** for further details on WIL implementation.

4.1.2 Providers involved in the assessment of this qualification and the associated unit standards must comply with the national assessment framework for the TVET system up to and including level 5 of the National Qualifications Framework. Assessment will include performance and achievement assessment acquired through work integrated learning periods.

Assessment arrangements apply to all occupations and industries which are encompassed in the technical vocational education and training sector.

4.1.3 Providers of this qualification and the associated unit standards must be registered and/or accredited.

4.1.4 Providers of this qualification and their associated unit standards must have access to all equipment and facilities detailed in the tools and equipment list of the relevant training program.

4.2 Competencies covered in this qualification may be assessed through Recognition of Prior Learning (RPL).

4.3 Further relevant information and documentation may be accessed through:

Namibia Training Authority  
Rand Street  
Khomasdal  
Namibia  
Telephone number: 061 207 8550

Facsimile number: 061 207 8551

## **5 TRANSITION ARRANGEMENTS**

### **5.1 Non National Qualifications Framework transition**

None

### **5.2 National Qualifications Framework transition**

This is the first version of this qualification.