

<b>National Vocational Diploma in Transport, Operations and Logistics (Freight Coordination) (Level 5)</b>
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**NQF Level of qualification: 5**

**Total credits available: 130 - 162**

**Total credits required: 130**

	<b>Compulsory</b>	<b>Elective</b>
<b>Level 3 credits available</b>	<b>17</b>	<b>-</b>
<b>Level 5 credits available</b>	<b>98</b>	<b>47</b>
<b>Minimum totals required</b>	<b>115</b>	<b>15</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 align logistics activities to achieve competitive advantage; manage service provider agreements for a forwarding operation; monitor, assess and manage risk; demonstrate an understanding of the fundamental principles of the economy; Demonstrate an understanding of complying with corporate governance principles and social responsibility; negotiate with suppliers and clients; manage employees; foster and maintain customer relations; demonstrate an understanding the maritime transport industry; secure and retain new business in the freight forwarding industry; prepare products for transportation; manage the return of goods and warehousing; apply financial analysis and identify financial implications for making decisions; manage the finances of a unit; formulate risk management policies and procedures for international trading companies; analyse logistics systems and implement appropriate strategic plans; manage in and out sourcing; design a distribution network; analyse a business and determine the way it functions; and demonstrate understanding of maritime liner trades and apply maritime geography.

They further have a good understanding of identify, create and select business opportunities and develop a business plan as part of business start-up activities.

The entry requirement for this qualification is National Vocational Certificate in Transport, Operations and Logistics (Freight Forwarding and Customs Compliance) (Level 4).

## 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 **130** credits and have met the requirements of both the compulsory and elective 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 Management and Administration

Unit ID	Unit Standard Title	Level	Credits
2352	Align logistics activities to achieve competitive advantage	5	10
2353	Manage service provider agreements for a forwarding operation	5	6
2354	Monitor, assess and manage risk	5	7
2355	Demonstrate an understanding of the fundamental principles of the economy	5	9
2356	Demonstrate an understanding of complying with corporate governance principles and social responsibility	5	7
2357	Negotiate with suppliers and clients	5	7
2358	Manage employees	5	6
2359	Foster and maintain customer relations	5	5
2360	Demonstrate an understanding of the maritime transport industry	5	5
2361	Secure and retain new business in the freight forwarding industry	5	8
2362	Apply financial analysis and identify financial implications for making decisions	5	12
2363	Manage the finances of a unit	5	8

#### AND

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

Unit No.	Unit Standard Title	Level	Credit
2399	Prepare products for transportation and manage the return of goods and warehousing	5	8

**AND**

**FIELD:** Business, Commerce and Management Studies  
**Subfield:** Business Development  
**Domain:** Entrepreneurship

Unit ID	Unit Standard Title	Level	Credits
733	Identify, create and select business opportunities	3	5
734	Develop a business plan as part of business start-up activities	3	12

**AND****Electives**

*A minimum of 15 credits is required from the following unit standards.*

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

Unit ID	Unit Standard Title	Level	Credits
2364	Formulate risk management policies and procedures for international service providers	5	8
2365	Analyse logistics systems and implement appropriate strategic plans	5	7
2366	Manage in and out sourcing	5	5
2367	Design a distribution network	5	7
2368	Analyse a business and determine the way it functions	5	7
2369	Demonstrate understanding of maritime liner trades	5	10
2370	Apply maritime geography	5	3

**3 CREDIT RECOGNITION AND TRANSFER ARRANGEMENTS**

This qualification has been designed to cater for the specific empowerment needs of financial intermediaries 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.