



# LC430

# CERTIFIED LOGISTICS

# & Supply Chain Management

## Course Introduction:

---

Logistics & Supply Chain Management are considered as one of the most powerful sources of competitive advantage in recent times. It attempts to enhance the traditional management by focusing on the organization and integration amongst the various partners of supply chain for better management and thus providing greater value to the consumer skills certified logistics and SCM professionals find employment in various transportation, warehousing, distribution and shipping conglomerates.

## Course Objectives:

---

- Candidates will understand the purchasing, transportation, warehousing management, manufacturing environment and systems as they relate to Supply Chain Management.
- Candidates will have the ability in design the management of the firm's inbound (materials management) and outbound (distribution) flow of physical goods and related information.
- Candidates will understand the fundamentals of Economics and Negotiation that is essential for good purchasing
- Candidates will understand the basic elements of the logistics function.
- Will be able to view a broader perspective of the importance of network design, the financial impact of logistical decision making, and the relationship development and management needed for effective 3rd party logistics partnerships.
- Candidates will gain the knowledge, skill, and ability in logistics and supply chain management, forecasting and planning tasks in depth, and profess an integrative perspective on logistics and supply chain.
- Candidates will have an understanding of transportation economics, which is fundamental to sound transportation management decision-making by both users and providers
- Describe the process of Supply Chain Management Performance Measurement

## Who Should Attend?

---

This program is specially designed for professionals, managers, and executives who are involved in purchasing and/or supply chain management at the international level. It is also suitable for those who are planning to venture into this field of specialization.

# Course Outline:

---

## **Logistics Concepts & Function**

- What is Logistics
- Origin & Evolution of logistics
- Concept of Physical distribution management
- Components of logistics management
- Activities carried out by logistics organization
- Logistics strategy planning Customer Service Management & Principle of Financial accounting
- Importance of customer service logistics
- Implementing customer service strategy in logistics

## **Customer Service Management & Principle of financial accounting**

- Importance of customer service in logistics
- Implementing customer service strategy in logistics
- Cost-service trade-offs
- Components and cost of logistics
- Major costs elements

## **Packaging**

- Role & Basic purpose of packaging
- Factors constituting efficient packaging
- Various materials used in packaging
- Criteria for selection of packaging
- Generation of packing list
- Marking and labeling of goods

## **Transportation**

- Characteristics and modes of transportation
- Factors to consider in selection of modes of transport
- Sources of information for various transportation mode

## **Logistics Planning**

- Number of warehouse and locations
- Types of material handling equipment (MHE)
- Distribution channel

- Customer support service
- System hardware and software procurement

### **Documentation**

- Purpose and types of documents used in freight both import and export
- Commercial documents
- Official documents
- Insurance documents
- Shipping documents
- Financial documents

### **Tactical Planning**

- Modes of transport
- Inventory target and policy
- Performance indicators

### **Trade terms**

- Purpose of trade terms
- Purpose of Incoterms
- Meaning of trade terms

### **Operational Planning**

- Frequency and size replenishment
- Warehouse operations
- Delivery route and schedule

### **Methods of payments/ settlement**

- General methods of payment
- Various methods of settlement

### **Role and functions of warehouse**

- Types of warehouse
- Warehouse services
- Operations in a warehouse

### **Methods of order pricking**

- Definition
- Pick list and its importance
- Various methods of order pricking
- Order picking process

### **Warehousing layout and planning**

- Different activities in warehouse operations
- Importance of goods warehouse layout
- Factors affecting warehouse planning
- Warehouse utilization and storage
- Calculating space requirements
- Factors affecting Warehouse layout

### **Issue and dispatch of goods**

- Good issue procedure
- Methods of issue stores for internal use
- Procedure of dispatch of goods
- Reports

### **Inventory Management**

- Principles of inventory management
- ABC Analysis
- Stock taking and cycle count
- Methods of taking physical inventories
- Stock card/sheets
- Stock discrepancies
- Forecasting techniques

### **Storage Systems and Material handling Equipment**

- Importance of storage systems
- Various types of storage systems
- Precautions during storage
- Various aspects of material handling
- Objectives and benefits of proper material handling
- Types of products handled in a warehouse
- Controlling authorities for various types of products

- Storage conditions for various types of products
- Methods of handling for different types of products
- Products life cycle

### **Housekeeping, safety and security in warehouse**

- Importance of security in warehouse
- Safety in warehouse
- Housekeeping and 5S principles
- Personnel safety equipment

### **Bar coding**

- Importance of bar coding in warehouse
- Advantage of using barcodes

### **Receipt and inspection of goods**

- Tasks involved in receipt and issue
- Goods inspection procedure
- Documents relating to delivery of goods
- Damage goods handling

### **Importance of computers in warehousing and logistics management**

- Types of computerized systems used in logistics industry
- Benefits of using computers
- Function of Electronic Data Interchange Applications of computers in logistics industry
- Basic roles of computers in logistics
- Software programs used in logistics
- Application of computers in automated warehouse systems Computerized picking and shipping transactions
- Process of picking and shipping using computer Computerized order picking
- Order picking process in an automated warehouse environment computerized inventory control management
- Inventory control using computers
- Interpretation of computer generated forms Computerized receiving systems
- Process of receiving using computer

### **Filling systems**

- Filling styles
- Methods of classification of files

### **Module: Logistics Operations**

- Identification of appropriate packing material-internal & external
- Packing of goods
- Marking and labeling
- Type of goods
- Destination
- Weight
- Instructions

### **Module: Warehousing Operations**

- Order Picking
- Understanding picking list
- Identification of storage location
- Receiving, Inspection and moving of goods
- Analyzing goods receipt documents
- Use of appropriate material handling equipment
- Maintaining material handling equipment
- Preventive maintenance procedures
- Breakdown maintenance

### **Module: Computer Applications**

- Data entry for storage & issue of items
- Updating of inventory
- Generation of pick list
- Generation of inventory reports

## **Course Certificate:**

---

**International Center for Training & Development (ICTD)** will award an internationally recognized certificate(s) for each delegate on completion of training.

## Course Methodology:

---

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

## Course Fees:

---

**To be advised as per the course location.** This rate includes participant's manual, and-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

## Course Timings:

---

### Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session