



Executive Certificate in Warehousing and Distribution (Level 4)

海運 – 倉儲及配送營運(四級)行政證書*

QF Level 4 (QF Registration no. 12/001133/4)

Registration Validity Period: 3/9/2012 – 31/12/2016

(Seafreight Module Four of the Vocational Training Programme for the Freight Logistics Sector)

SCS-based programme for the Logistics – Sea Freight Industry
recognized by the Qualification Framework (QF)



Programme Highlights

- Adopts Specification of Competency Standards(SCS) formulated by the Logistics Industry Training Advisory Committee (ITAC) under the QF as the main basis for curriculum design
- Emphasizes advanced operation know-how with up-to-date technical details
- Promotes industry best practices

Programme Contents

- Coordinate dispatch, scheduling and warehouse operations
- Analyze the relationship between the location of a terminal and goods sources
- Formulate electronic data flow for relevant parties of the logistics industry
- Conduct quality management audit

Medium of Instruction

English (supplemented with Cantonese terminology)

Certificate Issuance

Participants who successfully complete the programme requirements will be awarded the Executive Certificate in Warehousing and Distribution (Level 4).

* This is a translated title of the programme. If there is any inconsistency or ambiguity between the English title and the Chinese title, the English title shall prevail.

The development of the programme is funded by the following:



Who Should Attend

Industry practitioners who are 25 years old or above, with 4 years of relevant experience at assistant manager level or above, or those with RPL qualifications for the logistic industry at QF level 3 or above.

Language requirements:

- Level 2 or above in HKDSE English Language; or
- E or above in HKCEE English Language (Syllabus B); or
- C or above in HKCEE English Language (Syllabus A); or
- E or above in HKALE (AS-Level) Use of English.

Those who do not meet the above language requirements will be required to pass an English language proficiency test prior to admission.

Application Deadline

1 month prior to programme commencement

Programme Fees

HK\$2,850[#] (HK\$1,761 after partial subsidy)

[#]Participants may wish to apply for a subsidy of HK\$1,089 (provided by the Vocational Training Council-Transport Logistics Training Board "VTC-TLTB") via CILTHK if he/she:

- 1) has passed the final examination
- 2) attended more than 80% of the programme; and
- 3) is currently working in transport logistics industry.

Please note that the subsidy is subject to the fund availability.

The programme materials are developed under the direction of the following:



Programme Schedule

Course Code	Dates	Time	Exam Date	Time	Venue
C3194A	23, 30 November, 7, 14 December 2015, 4, 11, 18, 25 January, 1, 15 February 2016 [^]	7:00pm to 10:00pm	29 March 2016 [^]	7:00p.m. to 9:00p.m.	PolyU Hunghom or Kowloon Tong Campus [^]

[^] Subject to final confirmation at programme commencement.

Enquiry

Institute for Entrepreneurship, QR702, 7/F, Core R, The Hong Kong Polytechnic University, Hunghom, Kowloon, Hong Kong
Tel.: 3400 2773 Fax: 2765 6323 Website: <http://www.polyu.edu.hk/ife>

For programme details and application form, please visit one of the following websites:

- CILTHK at www.cilt.org.hk
- HAFFA at www.haffa.com.hk
- Institute for Entrepreneurship, PolyU at <http://www.polyu.edu.hk/ife>

Application Form

Part A: Personal Particulars													
Name of Participants:		(Mr/Ms/Mrs)											
Sex:		<input type="checkbox"/> Male			<input type="checkbox"/> Female			Age:		<input type="checkbox"/> 25 to 29		<input type="checkbox"/> 30 to 34	
HKID No.:		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> 35 to 39		<input type="checkbox"/> 40 or above	
Name of Company:													
Position:						Tel No:		(Company)				(Mobile)	
Correspondence Address:													
E-mail Address:													
Year(s) in the Industry:													
Highest Achieved Education Level:		<input type="checkbox"/> Form 5			<input type="checkbox"/> Form 7			<input type="checkbox"/> Post-secondary			<input type="checkbox"/> Associate Degree		
		<input type="checkbox"/> Degree			<input type="checkbox"/> Postgraduate or above			<input type="checkbox"/> Others:					
How do you learn about our programme?													
<input type="checkbox"/> Company		<input type="checkbox"/> Friends			<input type="checkbox"/> Direct Mailing			<input type="checkbox"/> Website			<input type="checkbox"/> Newspaper		
<input type="checkbox"/> E-mail		<input type="checkbox"/> Referral			<input type="checkbox"/> Association			<input type="checkbox"/> Others:					
Part B: Method of Payment													
Payment													
Payment should be settled at the time of programme application. Programme fees are not refundable except for unsuccessful applications or course cancellation.													
Credit Card													
Please fill in the application form and settle the payment in person at QR702, Core R, The Hong Kong Polytechnic University, Hunghom, Kowloon.													
Cheque													
Please send a crossed cheque (payable to "The Hong Kong Polytechnic University") together with the completed application form to our Centre at QR702, Core R, The Hong Kong Polytechnic University, Hunghom, Kowloon.													
Remarks: The Institute reserves the right to alter the place, time of class and the instructors due to unforeseeable circumstances.													
Signature:						Date:							
Personal Information Collection Statement													
Details of the Centre's Personal Information Collection Statement for courses are available from the Office (QR702, Core R) and Website (www.polyu.edu.hk/ife) of Institute for Entrepreneurship (IfE) of The Hong Kong Polytechnic University.													
<input type="checkbox"/> I do not prefer showing my personal details (i.e. name, organization and position) in the Participant List and Attendance Sheet for Information sharing purpose of this course.													
<input type="checkbox"/> Please "✓" and fax to 2765-6323 if you do not wish to receive any marketing information from IfE, The Hong Kong Polytechnic University													
<input type="checkbox"/> Please "✓" and fax to 2765-6323 if you received this marketing information in duplicate.													