

TRAINING SUB-COMMITTEE


Chairman: RCS LOGISTICS LTD – Mr. Patrick Yip
Vice Chairman: YUSEN LOGISTICS (HONG KONG) LIMITED LTD – Mr. Louis Lee
Members: CARGO SERVICES AIRFREIGHT LTD
 DIMERCO AIR FORWARDERS (HK) LTD
 U-FREIGHT LTD
 DHL GLOBAL FORWARDING (HONG KONG) LTD
 THE JANEL GROUP OF HONG KONG LTD

A. HAFFA Training School


HAFFA, for almost half a century, has continued to reinforce its commitment to the industry. Following the signing of IATA ATS agreement on 11 March 2014 in Los Angeles, the official launching ceremony of

HAFFA Training School was held at the HAFFA Annual Spring Dinner on 31 March 2014, which was made extra special with the Chief Executive of the HKSAR the Honourable C Y Leung officiating the light-up ceremony.

The HAFFA Training School offers courses approved by the Civil Aviation Department (CAD) and/or International Air Transport Association (IATA) to ensure that participants have both the industry-specific knowledge and practical professional abilities to comply with prevailing regulations. These hands-on skills will enable participants to make an immediate contribution to the industry once they are in the workplace.



香港貨運物流業協會有限公司
 HONGKONG ASSOCIATION OF FREIGHT FORWARDING AND LOGISTICS LTD.



Accredited School

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Course Title	Duration
EU Aviation Security Training (ACC3, RA3 and KC3)	
EU Aviation Security Training (ACC3, RA3 and KC3)	1 day
Regulated Agent Regime Course (RAR)	
RAR - Cargo Security Training (Regulated Agent Regime) Course	1 day
Dangerous Goods Course (DG)	
Dangerous Goods Awareness (for Category 4 & 5 Personnel) (DGA)	0.5 day
Dangerous Goods Awareness (for Category 4 & 5 Personnel) (DGA)	1 day
Dangerous Goods Regulations (for Category 1, 2, 3 & 6 Personnel) (DG)	5 days
Refresher Dangerous Goods Regulations (for Category 1, 2, 3 & 6 Personnel) (RDG)	3 days
Self-Study Dangerous Goods Awareness – Classroom Exam	30 mins
Vocational Training Programme for the Freight Logistics Sector (VTP)	
VTP Airfreight Module 1	30 hours
VTP Airfreight Module 2	30 hours
VTP Airfreight Module 3	33 hours
VTP Airfreight Module 4	33 hours
VTP Seafreight Module 1	30 hours
VTP Seafreight Module 2	30 hours
VTP Seafreight Module 3	33 hours
VTP Seafreight Module 4	33 hours
Other Courses	
Transport Lithium Battery by Air (TLBA)	0.5 days

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Among others, the following courses are now offered by the HAFFA Training School:

- Basic Dangerous Goods Regulations for Category 1, 2, 3 & 6 Personnel (5 days)
- Refresher Dangerous Goods Regulations for Category 1, 2, 3 & 6 Personnel (3 days)
- Dangerous Goods Awareness for Category 4 & 5 Personnel (half day or 1 day)
- Dangerous Goods Awareness Self-Study Examination for Category 4 & 5 Personnel (30 mins)
- Cargo Security Training (Regulated Agent Regime) Course (1 day)
- EU Aviation Security Training (ACC3, RA3 and KC3) Course (1 day)



As a non-profit making organization, HAFFA is devoted to reducing training costs for the industry by successfully applying for the Out-Centre Course (OCC) Scheme under the Transport Logistics Training Board (TLTB) of Vocational Training Council (VTC) to subsidize most of the courses. The programmes offered by HAFFA will enable companies to invest their resources in operations, leading to higher productivity.

Considering it is also important for Members' customers (*i.e. shippers or co-loaders*) and subcontractors to receive proper training for DG handling, HAFFA extends the privilege to Members' customers. That said, non-HAFFA members to be referred by Member companies can also enjoy Member's price for all HAFFA training courses. Apart from helping to enhance safety in air cargo transport, trust that this extended privilege can be conducive to building up a good relationship with Members' customers/partners and prestige of being HAFFA Members.

I. Class Room Training of Basic Dangerous Goods Regulations (DG) and Refresher Dangerous Goods Regulations (RDG) for Category 1, 2, 3 & 6 Personnel, and Dangerous Goods Awareness (DGA) for Category 4 & 5 Personnel of Freight Forwarders

We have offered more than 33 classes of DG, RDG and DGA courses in year 2015 - 2016 (Apr 2015 - Mar 2016).

To celebrate the Golden Jubilee of HAFFA in year 2016 and to encourage the compliance of DGA Training Requirement for staff of freight forwarders, we offered the first 50 Members who have successfully settled the HAFFA Membership Subscription Fee on or before 11 January 2016 ONE FREE seat in the following Dangerous Goods Awareness class for Category 4 & 5 Personnel (DGA-0.5 day).

Class schedules and course details are available at the HAFFA website under
<http://www.haffa.com.hk/portal/Course/Default.aspx>

II. Self-Study Scheme of Dangerous Goods Awareness (DGA) for Category 4 & 5 Personnel of Freight Forwarders

The regulations of the Dangerous Goods training requirement for Cat 4 & 5 Personnel of Freight Forwarder had become mandatory with effect from 01 July 2009.

In response to Members' needs, HAFFA established a Self-Study Scheme (SSS) in August 2008, at a reasonable fee. We have offered more than 43 classes of DGA Self-Study Exam for year 2015 - 2016 (Apr 2015-Mar 2016).



Please find details of the scheme in the HAFFA website under <http://www.haffa.com.hk/portal/Course/Detail.aspx?id=56>

To encourage the compliance of DGA Training Requirement for staff of freight forwarders, we offered first 50 Members who have successfully updated their company profile on or before 22 Jun 2015 one FREE seat in DGA Self Study Exam during Jul to Aug 2015.

To cater for the changes in the 57th Edition IATA DGR (2016) (*with effect from 01 January 2016*), HAFFA published the addendum to the Year 2015 edition of DGA Self-Study Manual (*Chinese and English versions*).



NEW!!! DGA Self-Study Manual-2015 Edition For Category 4 & 5 Personnel (Chinese and English versions) is now available!

Note: previous editions (Year 2008, 2011 and 2013 edition) had been ceased for use.
For all DGA Self Study Exam, only the new 2015 edition will be allowed.

III. Summary of Cargo Security Training (Regulated Agent Regime) Course

To comply with the requirements of the Civil Aviation Department (CAD) re “Training on Regulated Agent Regime”, each RA is to ensure that at least two of their staff engaged in handling international cargo are provided with sufficient training commencing from 01 January 2006, the RA certificate carries a validity of three years. We have offered more than 14 classes of RAR Course for year 2015 - 2016 (*Apr 2015-Mar 2016*).

After numerous follow up with the CAD, HAFFA obtained its latest RAR Inspection Form which was circulated to all Members via News 61 dated 27 February 2015. Members may refer to the form as a reference check list so as to better comply with the requirement when there is an inspection to be done by the CAD officer at your premises. Such list is also distributed at the RAR class. Members please feel free to enroll into RAR class in order to better understand the requirement of CAD.

Details and the course schedule are available at the HAFFA website:
<http://www.haffa.com.hk/portal/Course/Detail.aspx?id=126>



B. Training Cooperation with the Chartered Institute of Logistics and Transport in HK (CILTHK)

Background:

The forwarding and logistics industry in Hong Kong is lacking a structured training programme. Most new comers joining a forwarding company are normally taught by their superiors who are not qualified to train people. It would appear to both CILTHK and HAFFA that the learning process for the new comers (*as an entry level*) leaves room for improvement. Therefore, both organizations have agreed to jointly develop a Vocational Training Programme (VTP) with a focus on basic technical skill and knowledge in the freight forwarding operations. With the support from the LogsCouncil, we have successfully applied for funding for course development of each module under VTP. Moreover, the **certificate is jointly issued by LOGSCOUNCIL, CILTHK and HAFFA**, which we believe that the programme is of high recognition.

The programme is divided into 2 streams, namely Airfreight Logistics Programme and Seafreight Logistics Programme, in which there are 4 modules for each sector. Module 1 is set as basic level and Module 2 to Module 4 are set as advance level. Below is the programme structure of each sector:

Airfreight Logistics Programme	Seafreight Logistics Programme
Module 1 – Introduction to Airfreight	Module 1 – Introduction to Seafreight
Module 2 – Cargo Documentation	Module 2 – NVOCC SOP (Customer Service)
Module 3 – Advance Certificate in Airfreight Operational Supervisory Training (<i>Level 4</i>)	Module 3 – Advance Certificate in Shipping Practices (<i>Level 4</i>)
Module 4 – Advance Certificate in Airfreight Operational Managerial Training (<i>Level 4</i>)	Module 4 – Advance Certificate in Warehouse and Distribution (<i>Level 4</i>)

Update: In year 2014, we have applied for funding under the Out-Centre Course (OCC) Scheme by the Vocational Training Council - Transport Logistics Training Board (VTC-TLTB) and successfully obtained the sponsorship from the scheme for both Airfreight and Seafreight streams; i.e. eligible participants will be refunded with reimbursement presently at a rate of \$33/contact hour of course. A ceiling of subsidy is set which is equal to 50% of the course. We are glad to announce that applications of funding for the term of 2015-2016 have been endorsed by VTC-TLTB in April 2016.

We have tendered out Module 1 and 2 of the Airfreight Logistics Sector and that of Seafreight Logistics Sector to industrial training providers, namely Radon Asia Limited and YMCA College Of Careers respectively, to deliver these modules. IATA has officially recognized the HAFFA VTP Airfreight Module 1 and Module 2 training for accreditation and IATA agent renewal under its cargo agency programme since Year 2012. That means participants can present their certificates of VTP Airfreight M1 and M2 to IATA as one of the required training certificates for IATA agents accreditation or agent renewal. Trust that this would help to attract from students to enroll.



資歷架構
 Qualifications
 Framework

For both Module 3 and 4 of the Airfreight and Seafreight Logistics Sector, Poly U-IfE has successfully bid the tender to be the service provider of writer and trainer. Following substantial efforts made by HAFFA, CILTHK and Poly U-IfE, Modules 3 and 4 of the Airfreight and Seafreight training programme were successfully registered under the Qualifications Framework (QF) and recognized as the industry's first



programme which adopted the Specification of Competency Standards (SCS). The Modules are recognized at QF Level 4, which provided advanced training on operation management in the industry with many best practices and up-to-date technical competencies. We will continue to strive for obtaining recognition of international body (e.g. IATA) so as to enhance attraction of the programme and to boost enrollment.

For better understanding of the benefits of SCS-based Level 4 courses (M3/M4), you may view the youtube clips uploaded on the Haffa website <http://www.haffa.com.hk/portal/Education/Qualification.aspx>

We would like to take this chance to highly recommend this VTP to Members, and please have your Training / Personnel / Human Resources Department to consider this as an alternative to your internal training programme. Unlike other programme that focus on the theoretical aspects, this VTP provides practical knowledge, current version of the transport documents and hands-on skills that are crucial for business operations and the logistics industry at large, your staff will be trained and able to make immediate contributions to your company once they are in the workplace.

Please find below the VTP enrollment status for year 2015 and total enrollment up to 31 March 2016:

2015 – 31 Mar 2016

Type	Classes	Member	Non- Member	No. of Attendants
VTP Airfreight M1	2	13	7	20
VTP Airfreight M2	1	6	4	10
VTP Airfreight M3	0	N/A	N/A	0
VTP Airfreight M4	0	N/A	N/A	0
VTP Seafreight M1	0	N/A	N/A	0
VTP Seafreight M2	0	N/A	N/A	0
VTP Seafreight M3	0	N/A	N/A	0
VTP Seafreight M4	0	N/A	N/A	0

Total Enrollment

Type	Classes	Member	Non- Member	No. of Attendants
VTP Airfreight M1	17	183	115	298
VTP Airfreight M2	10	99	58	157
VTP Airfreight M3	2	25	18	43
VTP Airfreight M4	0	N/A	N/A	0
VTP Seafreight M1	5	N/A	N/A	79
VTP Seafreight M2	4	N/A	N/A	40
VTP Seafreight M3	0	N/A	N/A	0
VTP Seafreight M4	0	N/A	N/A	0

C. Vocational Training Council – Transport Logistics Training Board (TLTB)



The Association had represented the industry to sit in the TLTB as one of the Board Members for many years. In year 2014, the TLTB continued to subsidize qualified industrial courses through the Out-Centre Course (OCC) Scheme for the period of 1 April 2015 to 31 March 2016. Same as year 2015, we have successfully applied funding for Vocational Training Programme - Airfreight and Seafreight Module 1 to Module 4, and another three mandatory courses, namely (1) Dangerous Goods Regulations (*for Category 1, 2, 3 & 6 Personnel*) (DG), (2) Dangerous

Goods Awareness (*for Category 4 & 5 Personnel*) (DGA), and (3) Cargo Security Training (*Regulated Agent Regime*) Course (RAR) . Moreover, we have also successfully applied OCC for a new course namely EU Aviation Security Training (ACC3, RA3 and KC3) Course. HAFFA shall continue to apply for the applicable funding so as to reduce Members' training cost.

Every two years, the TLTB will publish the Manpower Survey Report for the Transport Logistics Industry. The purpose of this survey is to obtain data on the present and future manpower situation and training information so as to enable the TLTB to formulate appropriate training plans to meet the need of the industry. For year 2014 Manpower Survey Report, it has been published and the summary was disseminated to all members via HAFFA News 58 dated 14 April 2016.

Date: 19 April 2016

(END OF REPORT)