



## Logistics and Incoterms

### Programme Aim

The aim of this course is to provide participants with:

- A clear understanding of the principles of effective logistical arrangements and to understand methods of mitigating risks and to optimise the organisation's logistical activities
- The capability to plan, implement and evaluate a logistical exercise appropriate to the value/risk of the goods being transported

### Learning Outcomes

By the end of the programme, participants will:

- Be able to describe the principles of logistics and determine the appropriate logistical arrangements for a range of requirements
- Understand the need for insurance and the types of coverage available
- Understand the pros and cons of different Incoterms and the appropriate use of Incoterms
- Know about loss prevention, means and actions to put in place to minimise or prevent loss
- Know about customs procedures and documentation and the most common documents required for export/import
- Be able to decide on methods of shipment depending on various factors
- Understand the functions of the Air Waybill (AWB) and Bill of Lading (B/L)

### Programme Topics

- Principles of logistics and supply chain management
- Logistics goal and objectives
- Modes of transportation
- Freight forwarding arrangements
- The role of the freight Forwarder
- Purpose of shipping documents

- Incoterms 2000 and their appropriate use
- Packing and marking
- Loss prevention
- Customs clearance procedures and documentation
- Need for insurance and different types of coverage
- Warehouse and Inventory Management
- On-site facility tour

### Target Audience

This course is designed for those working in the public sector interested in gaining a comprehensive overview of appropriate logistical arrangements, documentation and Incoterms. Specifically, it is relevant to those new to the procurement function or logistics, or those who have worked in the function for sometime, but have not previously undertaken formal training.

Additionally, those working in functions that include close interaction with the procurement or logistics function, such as programme and project staff who would like a closer understanding of logistical activities would find this course relevant.

### Duration

3 days (*check the website for locations and dates*)

### Cost

US\$ 1,275

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