

Overview

This standard is about arranging the transportation of goods by rail in international trade and logistics operations. You will need to understand the relevant national and international legislation for transporting goods by rail and any special requirements needed by the goods being transported.

You will also need to be able to communicate with the appropriate people and resolve any issues that may occur when arranging the transportation of goods by rail in relation to contract compliance and legislation, within your responsibility.

This standard is for those responsible for arranging the transportation of goods by rail in international trade and logistics operations.

Performance criteria

You must be able to:

1. Consider the environmental impact when selecting rail transport as opposed to alternatives modes
2. Review all relevant **transportation instructions** and details of the **goods** being transported by rail
3. Calculate rail freight prices and prepare quotes for customers
4. Review the contract of carriage to ensure compliance when arranging the transportation of **goods** by rail
5. Plan and book space on rail services in accordance with rail freight booking procedures
6. Confirm that instructions for rail transportation are accurate, complete, and are provided in the correct documentation and systems
7. Confirm that any **special requirements** or instructions are clearly specified
8. Provide relevant information to all those involved with the transportation of goods by rail
9. Provide instructions on marking, labelling, packaging and the segregation of **goods** as per contract
10. Obtain information on how to monitor the transportation of **goods** by rail
11. Monitor the progress of arranging the transportation of goods by rail
12. Identify any issues with arranging the transportation of **goods** by rail and take the appropriate action to deal with these
13. Inform customers of any delays, allowing a suitable amount of time to respond to the delay
14. Contact the relevant supervisor or senior colleague if the issues identified cannot be resolved
15. Report work activities and record them in the appropriate information systems in accordance with organisational procedures
16. Comply with all relevant health and safety, ethical, legislative, regulatory standards and organisational procedures

Knowledge and understanding

You need to know and understand:

1.
The terminology used in rail transportation
2.
The current trends in international rail transportation
3. The relevant **transportation instructions** and details of **goods** being transported
4. The importance of reviewing and complying with contract terms and conditions when arranging transportation of **goods** by rail
5. The advantages and disadvantages of using rail transport and the different types of rolling stock used and the impact it has on the environment
6. The importance of maintaining business environmental awareness to ensure efficiency and effectiveness
7. The rail transport regulations and restrictions when transporting **goods**,
**including when moving hazardous goods
8.
The relevant national and international rail transit routes and hubs
9.
The role of the relevant national and international regulatory bodies organisations and agencies in moving goods by rail and their compliance requirements
10. The type of information that is required and the relevant documentation used in international rail transportation
11. Where to find industry information and data from systems relating to the types of goods to be transported, schedules and space availability
12. The systems and procedures used by national and international customers, suppliers and official and regulatory bodies
13. The types of issues that can occur when arranging the transportation of goods by rail and the importance of communicating any delays to the customer in a proactive manner, allowing as much time as possible to respond to the issues
14. The importance of following the **special requirements** needed by different **goods** and mix of **goods**
15. The importance of, and reasons for, providing all those involved with goods transportation with instructions on marking, labelling, packaging and the segregation of **goods**

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16. The processes and procedures involved in arranging and monitoring the transportation of **goods** by rail
17. The relevant national and international legislation, regulations and restrictions for different types of **goods** and mixes of **goods** when transporting by rail, nationally and internationally
18. The reporting responsibilities and information systems used by your organisation
19. The roles and responsibilities of different colleagues in the supply chain when arranging the transportation of **goods** by rail
20. The relevant health and safety, environmental, ethical, legislative, regulatory standards and organisational procedures

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Scope/range