



# Warehousing and Storage & Logistics Operations Management

## Qualification Structure

Candidates are required to complete Mandatory Units and then have a choice of Optional Units.

Document detail:

Warehousing and Storage	Level 1	NVQ
Warehousing and Storage	Level 2	NVQ
Logistics Operations Management	Level 3	NVQ

Who is the Qualification for:

The above qualifications may be suitable for you if you have one of the following job roles:

- Warehouse Worker
- Warehouse Manager

Warehousing and Storage	Level 1	Warehousing and Storage	Level 2
	500/5000/X (NVO)		500/5001/1 (NVO)
Last Registration Date	31 <sup>st</sup> March 2011	Last Registration Date	31 <sup>st</sup> March 2011
Last Certification Date	31 <sup>st</sup> March 2012	Last Certification Date	31 <sup>st</sup> March 2013
Total Number of Units Required: 6		Total Number of Units Required: 8	
<b>Mandatory Units</b>		<b>Mandatory Units</b>	
LOG1	Maintain health, safety, and security in logistics operations	LOG1	Maintain health, safety, and security in logistics operations
LOG3	Contribute to effective working relationships with colleagues in logistics operations	LOG4	Develop effective working relationships with colleagues in logistics operations
<b>Optional Units</b>		<b>Optional Units</b>	
<i>4 units required from:</i>		<i>6 units required from:</i>	
WS1	Keep equipment in good working order	WS7	Provide customers with information and advice on goods and services
WS2	Keep stock at required levels	WS8	Operate equipment to perform work requirements
WS3	Keep work areas clean	WS9	Move goods in logistics facilities
WS4	Handle goods manually in logistics facilities	WS10	Receive goods from deliveries
WS5	Pick goods to assemble orders for dispatch	WS11	Place goods in storage
WS6	Wrap and pack goods	WS12	Maintain the safety and quality of goods
		WS13	Maintain the safety of hazardous goods and materials
		WS14	Maintain hygiene standards in handling and storing goods
		WS15	Process orders for dispatch to customers
		WS16	Assemble orders for dispatch
		WS17	Dispatch goods for delivery
		WS18	Process returned goods
		WS19	Sort goods and materials for recycling
		WS20	Manage the receipt, storage, or dispatch of goods
		WS21	Audit stock levels and stock records

Logistics Operations Management	Level 3
	500/5002/3 (NVQ)
Last Registration Date	31 <sup>st</sup> March 2011
Last Certification Date	31 <sup>st</sup> March 2014
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Total Number of Units Required:	8
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<b>Mandatory Units</b>	
LOM1	Identify the logistics requirements of a supply chain
LOG2	Promote and maintain health, safety, and security in logistics operations
LOM2	Promote compliance of logistics operations with legislation, regulations, and organisational procedures

#### Optional Units

*5 units required:*

##### *Option 1*

LOM3	Schedule logistics operations to meet customer requirements
LOM4	Optimise the use of logistics resources
LOM5	Develop contingency plans for logistics operations
LOM6	Utilise transport modes in logistics operations
LOM7	Apply technology in logistics operations

##### *Option 2*

LOM8	Develop relationships with logistics customers
LOM9	Improve the quality of logistics operations
LOM10	Respond to contingencies during logistics operations
LOM11	Monitor the environmental impact of logistics operations

##### *Option 3: Specialist and Management Units*

###### *International Logistics Operations Units*

ITLO11	Arrange the transportation of goods using multiple transport modes
ITLO12	Organise the preparation of documentation for the transportation of goods

###### *Warehousing and Storage Units*

WS20	Manage the receipt, storage, or dispatch of goods
WS21	Audit stock levels and stock records

###### *Management and Leadership Units*

MSC B5	Provide leadership for your team
MSC D5	Allocate and check work in your team

*N.B. Optional Units:*

- *A minimum of 1 Unit to be taken from each of Option Group 1 and Option Group 2*
- *3 other Units to be taken from any of the 3 Option Groups*
- *A maximum of 3 Units from each Option Group can be taken*