



# CILT(UK) Level 3 Certificate in Global Logistics

## Syllabus

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# **Introduction**

## **Qualification Objectives**

The CILT(UK) Level 3 Certificate in Global Logistics provides knowledge and understanding of current trade patterns and the structure and operation of global and multi-national trade, business and supply chains. It includes economic, environmental, cultural, political, and ethical issues and moves on to address how global trade is regulated, constrained, controlled and monitored across all major modes of transport. The qualification also seeks to provide Learners with a complete set of management skills.

## **Target Audience**

The Level 3 Certificate is aimed at team leaders, supervisors or first-line managers. It is suitable for individuals working in the logistics and transport industry, or at least for those who have an awareness or understanding of the field.

This is an open access qualification, although Learners would benefit from having some prior knowledge of logistics and transport operations and an awareness of the integrated nature of supply chain activities.

# Structure and Content

To achieve this qualification Learners must complete three mandatory units as detailed below:

## Mandatory Units

- **M1-L3 Business Theory**

This unit gives Learners the ability to understand and use theory from such elements as: marketing and product positioning, managing information, reporting to finance and aspects of legality.

- **M2-L3 Business Application**

This unit contains a wide spread of information covering key management practices and theory across functional management through to business planning, motivation and the art of managing people.

- **O10-L3 Global Logistics**

The unit considers the options available for international businesses wishing to minimise any negative factors, including those associated with the environment and conducting global business. The unit examines physical and human resource issues related to extended supply chain operation and control, including the quality assurance and development of technical and quality standards.

## Unit Standards

Standards documents outlining the Learning Outcomes and associated Assessment Criteria for this qualification are available on request from the Awarding Organisation on 01536 740170 or alternatively by emailing [ao@ciltuk.org.uk](mailto:ao@ciltuk.org.uk).

## Guided Learning Hours (GLH)

Unit	GLH
M1-L3 Business Theory	80
M2-L3 Business Application	80
O10-L3 Global Logistics	80

The total GLH for this qualification, made up of three mandatory units, is 240 hours.

## Credit Value

This qualification is available on the National Qualifications Framework (NQF) and the Qualifications Credit Framework (QCF) and the assessment method will depend on the chosen qualification framework. Further details on this can be found at Assessment section of this document.

For the QCF qualifications each unit has a credit value as detailed in the table below:

<b>Unit</b>	<b>Credit Value for QCF</b>
M1-L3 Business Theory	9
M2-L3 Business Application	9
O10-L3 Global Logistics	9

The total credit value for this qualification, made up of three mandatory units, is 27.

# Study Options

This qualification is delivered by a network of Centres, and is available to study by a variety of routes, including: distance learning, classroom taught courses and blended learning.

For more information on the study options available please contact the Awarding Organisation on [ao@ciltuk.org.uk](mailto:ao@ciltuk.org.uk) or alternatively, visit the CILT(UK) web site at [www.ciltuk.org.uk](http://www.ciltuk.org.uk) for a list of Centres.



# Assessment

This qualification is available on the National Qualifications Framework (NQF), if assessed via the Institute Assessment Route (IAR); or the Qualifications Credit Framework (QCF), if assessed via the Centre Assessment Route (CAR). Further information on each of these assessment routes is detailed below.

## Institute Assessment Route

The Institute Assessment Route requires Learners to pass examinations and/or assignments that are set, marked and moderated by the Awarding Organisation.

Full details on the IAR for this qualification are detailed below:

Learners must sit and pass a total of two examinations, one in each of the following units:

- M1-L3 Business Theory
- M2-L3 Business Application.

Each examination is 2½ hours' duration and is in two parts.

Part A consists of 25 questions, each requiring an answer in the form of short sentences, or a simple calculation.

Part B requires Learners to answer 2 out of 3 questions, each requiring a longer answer in the form of an essay or a more lengthy calculation.

Each examination is weighted 40% for Part A and 60% for Part B.

For the unit O10-L3 Learners must complete two assignments, each made up of 1,500 words.

The overall pass mark for each assignment is 50%.

## Centre Assessment Route

The Centre Assessment Route requires Learners to complete assessment that is designed, assessed and internally verified by the Centre; which is approved by the Awarding Organisation.

As such, assessment methods will vary from Centre to Centre; however, to achieve this qualification Learners must provide evidence that successfully demonstrates achievement of all of the learning outcomes and associated assessment criteria for the mandatory units and for their chosen option unit.

For further details on the CAR, Learners should contact their chosen Centre.

## **Recognition of Prior Learning (RPL)**

Recognition of Prior Learning is where a Learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding and/or skills they already possess and therefore do not need to develop these through further learning.

Some Centres may offer RPL to the Learners, providing they can demonstrate that they have achieved the required criteria by the appropriate assessment method. This evidence can take a variety of forms, including: other qualifications, work records or witness testimony. Learners are only able to claim a maximum of 50% of this qualification by RPL.

For further details on the availability of RPL, Learners should contact their chosen Centre.

## **Grading**

This qualification is graded on a scale of A\* - D, further details can be found at Appendix A of this document.

# **Learner Registration**

## **Registration Period**

The registration period is the time in which a Learner is registered onto the qualification and in which they must complete this. For this qualification the registration period is two years.

## **Registration Extensions**

At the end of the registration period all Learners will be withdrawn from the relevant qualification and their complimentary Learner Affiliate membership (as detailed in the section overleaf) will be ceased. However, if an extension is required, Centres must contact the Awarding Organisation to request this. Extensions may be granted on a 3 month basis and will be granted up to a maximum of 18 months. If after this period a Learner has not completed, but wishes to continue, then the Centre will have to register the Learner again as detailed above.

# Membership

## Learner Affiliate Membership

Upon registration all CILT(UK) Learners will receive complimentary Learner Affiliate membership of CILT(UK) and will remain so for the entire duration of their study within their registration period. This will give them privileged access to a range of benefits and services designed to help and support them throughout their studies and future careers, as detailed below. If Learners are already members of CILT(UK), they will retain their existing member grade.

- **The Knowledge Centre** – This gives Learners access to journals, reports, research and benchmarking available online and in hard copy (hard copies only available in the UK), which will prove invaluable when researching, revising and writing subject matter.
- **Webshop** – Benefitting from discounts on over 180 publications, which can be purchased through the Webshop.
- **Logistics & Transport Focus** – Monthly online copies of the leading magazine covering disciplines of logistics, passenger transport, transport planning and supply chain management - each issue is full of topical articles, reports and case studies, which will help with much of a Learners research.
- **Careers Service (UK)** – our Careers Service offers Learners a dedicated career consultant who can help them with a CV review to assist them in making that crucial first impression count with potential employers, as well as free downloads to help with the job search and interview coaching to help them get that job.
- **Weekly News Bulletin** – the Institute's weekly e-newsletter brings Learners updates on the latest events nationally as well as the latest industry news from their sector, giving them the chance to have your say on current topics.
- **Legal Helpline (UK)** - as a member Learners can receive personal legal advice and support with immediate, clear and concise guidance from a professional and qualified service that understands their needs. This resource is available to members 24 hours a day, 365 days a year.
- **Events** - Engage with a wealth of knowledge and information, plus network with professionals at the renowned CILT Annual Conference, lecture series and specialised events.
- **Appointments Online** - use our advanced search facility to find their ideal job.

## Membership Eligibility

Membership of CILT(UK) gives access to a unique range of benefits and unbeatable services designed to support individuals, personally and professionally, throughout their career.

Successful completion of the CILT(UK) Level 3 Certificate in Global Logistics meets the educational requirement for Member grade of the Institute; however in order to attain this grade Learners must also have 3 years' experience in the Logistics and Transport industry. Member grade allows Learners to use the designatory letters MILT after their name.

For further details on applying for membership please refer to the membership section of the website at [www.ciltuk.org.uk](http://www.ciltuk.org.uk) or alternatively contact the Membership Services Department on 01536 740104 or by emailing [membership@ciltuk.org.uk](mailto:membership@ciltuk.org.uk).

## Progression

Learners can progress from the CILT(UK) Level 3 Certificate in Global Logistics onto the CILT(UK) Level 5 Professional Diploma in Logistics and Transport.

For further information please contact the Awarding Organisation on 01536 740170 or alternatively by emailing [ao@ciltuk.org.uk](mailto:ao@ciltuk.org.uk).

## Appendix A – CILT(UK) Grading

Grade	Characteristics	
	Institute Assessment Route	Centre Assessment Route
<b>A*</b> Demonstration of outcomes is to a very high level.	85% and over.	<ul style="list-style-type: none"> <li>There is more than sufficient evidence in all areas and the work demonstrates knowledge, understanding and application that are well above the normally expected in all areas.</li> </ul>
<b>A</b> Demonstration of outcomes is to a much higher than minimum acceptable level.	70% - 84%.	<ul style="list-style-type: none"> <li>There is more than sufficient evidence that most key issues are understood with accurate facts and thorough analysis taken to logical conclusions.</li> <li>The evidence shows a perceptive and critical approach and is properly presented, well-structured and clearly expressed.</li> </ul>
<b>B</b> Demonstration of outcomes is to a higher than minimum acceptable level.	60% - 69%.	<ul style="list-style-type: none"> <li>There is more than sufficient evidence that many key issues are understood, facts are correct and that a balanced and objective approach is taken.</li> <li>There may be some weaknesses in the application of theory or drawing of inappropriate conclusions.</li> </ul>
<b>C</b> Demonstration of outcomes is to a minimum acceptable level.	50% - 59%.	<ul style="list-style-type: none"> <li>There is evidence that some key issues are understood and that theoretical background has mostly been correctly and accurately applied.</li> <li>Evidence in some minor aspects may be limited, demonstrate gaps or errors in factual knowledge or inappropriate application to the situation.</li> </ul>
<b>D</b> Unsatisfactory demonstration of outcomes.	49% and below.	<ul style="list-style-type: none"> <li>Insufficient evidence is presented or evidence that is presented is irrelevant, inaccurate, wrongly interpreted, or demonstrates lack of understanding of essential theoretical background.</li> <li>Unsubstantiated conclusions may be drawn or opinions stated.</li> </ul>

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