**Ministry of Education**

**Sector: - Economic Infrastructure**

**Sub Sector: - Freight Transport and logistic**

**Occupation: Freight Transport Operations Management L-V**

**Consumable materials to be used:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Item description** | **Quantity** | **Unit** | **Specification** |
|  | paper | 3 | pcs | A4 size paper |
|  | Office memo | 1 | pcs | Duplicated format |
|  | pen | 1 | pcs | Blue/black |
|  | delivery noted | 1 | pcs | Similar to the original document /printed model |
|  | internal documentation used for freight tracking | 1 | pcs | Similar to the original document /printed model |
|  | special clearances | 1 | pcs | Similar to the original document /printed model |
|  | consignment notes | 1 | pcs | Similar to the original document /printed model |
|  | gloves | 1 | pcs | According to the types of materials |
|  | safety headwear and footwear | 1 | pcs | According to the types of materials |
|  | safety glasses | 1 | pcs | According to the types of materials |
|  | protective clothing | 1 | pcs | According to the types of materials |
|  | high visibility clothing | 1 | pcs | According to the types of materials |
|  | mask or respirator | 1 | pcs | According to the types of materials |

**Tools & equipment/ Instruments/Documents**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Item description** | **Quantity** | **Unit** | **Specification** |
|  | Table and chair | 1 | Pcs | Standard |
|  | Calculator | 1 | Pcs | Scientific calculator |
|  | computer | 1 | pcs | Dell |
|  | phone | 1 | Pcs | fixed and mobile |
|  | *radio* | 1 | Pcs | two-way radios/ walky talky |
|  | electronic data interchange | 1 | Pcs | Cables, CD Rom |
|  | fax | 1 | Pcs | HP |
|  | fire extinguishers | 1 | Pcs | As the materials required |
|  | RF systems | 1 | pcs |  |
|  | first aid kit | 1 | Pcs |  |
|  | printers | 1 | pcs |  |
|  | hand signals and lamps | 1 | pcs |  |
|  | flags | 1 | Pcs |  |
|  | paging devices | 1 | pcs |  |
|  | satellite tracking systems | 1 | Pcs |  |
|  | fixed signals | 1 | pcs |  |
|  | freight handling equipment | 1 | Pcs |  |

Note: Materials, quantity and tools may be modified/ determined by the Assessor, dending on the actual job to be performed.