



## Advanced Warehousing Transportation and Stores Safety Management

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# Advanced Warehousing Transportation and Stores Safety Management

## Introduction:

Freight transport is a critical and costly function that is frequently overlooked. Yet the benefits from efficient control and administration of operations and transport vehicles can be substantial. After exploring the different transport modes of road, sea and air, this seminar looks at the practical day to day basic operational procedures to be carried out in managing a fleet of road vehicles used for freight transport. It then explores how to run these transport operations more productively, including an overview of the legislation and regulations involved. It will give a structured approach so delegates can analyze and then improve their transport operations. Relevant Case Studies and Best Practice guidelines are used throughout the seminar.

## Who should attend?

- Those new to managing freight transport fleets
- Those non transport people who need to gain an awareness of the issues and key drivers of road freight transport operations
- Transport and Distribution Supervisors/Managers who need a “confirmation” of their current operations
- Those companies who buy in freight transport who need to understand the key drivers of transport operations

## Personal impact:

- Examine the link of transport in the company operations and activities
- Analyze the key areas of operations

- Identify and Understand key performance indicators
- Succeed in improving operations
- Best in class practices
- Be able to understand, recall and apply improvements after the seminar for work based application

### **Training Methodology:**

- Interactive & participation
- Programmatic & "what will work"
- Discussion and flip chart
- PowerPoint presentations
- Exercises & breakout session
- Case studies & best practice examples
- Checklists for reference / reinforcement & application

### **Organizational Impact:**

- Empowered staff
- Critical analysis
- Continuous improvements

### **Certificate:**

BTS attendance certificate will be issued to all attendees completing minimum of 80% of the total course duration.

### **Competencies:**

- Analysis
- Planning
- Improvement

## **Course Objectives:**

- To give knowledge of effective Road Freight Transport Management practices
- To enable analysis and examinations of current operations
- To make organizational improvements

## **Course Outline:**

### **Day 1 - Introduction**

#### **The Role of the Transport**

- Objectives, roles and responsibilities
- Definitions and uses of transport
- Checklist to undertake an initial analysis of operations

#### **Transport Modes and Methods**

- Speed, cost and reliability variables
- Choosing transport modes
- Checklists on advantages/disadvantages of alternative modes

### **Day 2 - Products handled & Equipment**

#### **Product Classification**

- Supply and Demand Variables
- ABC Analysis
- Product Handling Groups and Classifying for effective operations
- Checklists to help on the analysis

## **Vehicles and Equipment**

- Vehicle types
- Body types
- Mechanical handling equipment
- Vehicle specifying
- Checklists to help on deciding the best option
- Checklists on Equipment Selection

## **Day 3 - Routing & Legislation**

### **Routing & scheduling**

- The tradeoff between vehicle fill and customer requirements
- Critical planning elements to cover in every journey
- Scheduling differences dependent on drops and distances
- Checklist on how to complete Time Planning & Scheduling
- Use of computerized packages

### **Legislation overview**

- Vehicle, operator and driver legislation
- Vehicle Maintenance and Checklist
- Accident awareness
- Accident analysis
- Accident cost analysis
- Accident preventing
- Health and Safety legislation

## **Day 4 - Contract Operations & Security**

### **The “Own and operate”, or “Contract out” options**

- Alternative methods of vehicle acquisition
- Using third party operators and Contracting Out operations
- Checklists on Contracting Out advantages/disadvantages

## **Day 5 - Improvements**

### **Productivity, Cost and Service**

- Identifying the Typical Costs involved
- Getting costs under control by targeting and measurement
- Checklists on Vehicle Productivity, Vehicle costs and on fuel economy
- Service level analysis
- Checklist on Customer Service Sampling

### **Managing Drivers**

- Importance of drivers
- Motivating drivers
- Training drivers
- Checklist on motivation