

**SKILLS FRAMEWORK FOR AIR TRANSPORT
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Cargo Operations					
TSC	Cargo Transit and Transshipment Management					
TSC Description	Administer documentation and storage of transit and transshipment cargo before shipments to final destinations					
TSC Proficiency Description	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1
		ATP-CAO-2005-1.1	ATP-CAO-3005-1.1	ATP-CAO-4005-1.1		
		Assemble and disassemble transit and transshipment cargo based on documentation and instructions	Oversee assembly, disassembly and storage of transit and transshipment cargo and prepare transfer manifests for shipments	Collaborate with stakeholders to determine storage requirements and ascertain transit and transshipment cargo adhere to customs regulations		
Knowledge		<ul style="list-style-type: none"> • Functions and locations of Airfreight Terminals (AFT) • Free Trade Zone (FTZ) at the airfreight centre • Transit declaration and permit documentation requirements • Transfer manifests • Flow charts for transit and transshipment processes • Warehousing management • Re-documentation processes for transshipment cargo • Local and international guidelines such as International Air Transport Association (IATA) transit and transshipment processes • 	<ul style="list-style-type: none"> • Functions and locations of Airfreight Terminals (AFT) • Free Trade Zone (FTZ) at the airfreight centre • Transit declaration and permit documentation requirements • Transfer manifests • Standard Operating Procedures (SOPs) for transit and transshipment processes • Warehousing management • Re-documentation processes for transshipment cargo • Types of controlled or special cargo • Impact of improper storage for transshipment cargo • Local and international guidelines such as International Air Transport Association (IATA) transit and transshipment processes 	<ul style="list-style-type: none"> • Functions and locations of Airfreight Terminals (AFT) • Free Trade Zone (FTZ) at the airfreight centre • Transit declaration and permit documentation requirements • Transfer manifests • Standard Operating Procedures (SOPs) for transit and transshipment processes • Warehousing management • Re-documentation processes for transshipment cargo • Pricings, billings and invoicing associated with transit and transshipment • Stakeholder management • Impact of improper storage for transshipment cargo • Local and international guidelines such as International Air Transport Association 		

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				(IATA) transit and transshipment processes and United Nations Security Council (UNSC) sanctions		
Abilities		<ul style="list-style-type: none"> • Ensure transit declaration or electronic in-transit permits are complete to facilitate cargo transits • Verify standard interline traffic agreements or transfer manifests • Assemble outbound cargo and disassemble inbound cargo based on documentation • Break down and reconsolidate transshipment cargo • Store or transfer cargo in appropriate warehouses and cargo terminals to maintain fitness for shipments • Execute instructions documented in Air Waybills (AWB) • Prepare transit and transshipment reports in air freight systems Send alerts to destination offices before transshipments 	<ul style="list-style-type: none"> • Check transit or transshipment documentation to ensure accuracy and adherence to SOPs • Ensure appropriate transit and transshipment permits for controlled or special cargo are provided and valid • Supervise cargo assembly and disassembly activities to ensure the safe and efficient handling of transit and transshipment cargo • Administer storage operations to ensure cargo remains fit for shipments • Administer special arrangements for shipping time-sensitive and perishable cargo • Review transfer manifests for next sector of transport • File documents related to the purchase, import, sale or export of goods after customs approvals • 	<ul style="list-style-type: none"> • Collaborate with stakeholders and source for storage space for transshipment cargo • Oversee billings, tax invoices, insurance and goods declaration • Review transfer manifests and records of transit and transshipment cargo to ascertain adherence to customs and regulatory requirements 		