

ABOUT THE COURSE: CONSIGNMENT CONTROLLER

| Table 1 | |
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| Overall course objective: | <ul style="list-style-type: none"> ● Develop a consignment processes, including inventory management, tracking, and reconciliation, to ensure efficient handling of goods and materials. ● Acquire skills in inventory control techniques and methodologies. ● Identifying and mitigating risks associated with consignment operations ● Learn strategies to optimize consignment operations, such as route planning, scheduling, and resource allocation, to enhance efficiency and reduce costs. ● Develop strong communication and collaboration skills to effectively. |
| Learning outcome: | <p>At the end of the program, the learner will be able to:</p> <ul style="list-style-type: none"> ● Evaluate consignment processes and procedures to ensure efficient management and tracking of inventory. ● Identify transportation and warehousing activities to ensure timely delivery and storage of goods. ● Explore warehouse operations to ensure adherence to safety protocols, inventory accuracy, and efficient workflow management. ● Develop and implement strategic plans for supply chain optimization, encompassing procurement, production, distribution, and logistics. ● Interpret customs regulations and compliance requirements to ensure accurate documentation and timely clearance of goods. ● Evaluate transportation routes, modes, and carriers to optimize logistics costs and transit times. ● Synthesise overall operations within the organization, including procurement, production, inventory management, and logistics. |

| TABLE 2: MODULE-WISE COURSE CONTENT AND OUTCOME | | | | |
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| SL.NO | MODULE NAME | MODULE CONTENT | MODULE LEARNING OUTCOME | DURATION (HRS) |
| 1 | Basics of consignment tracking controller | Importance of transportation industry - overview of consignment booking and its role in logistics -different types of consignments and its importance - various activities in the warehouse - importance of warehouse - inbound and outbound activities - functions of consignment controller. | The course covers fundamental principles of consignment tracking control, encompassing techniques and tools used to monitor, manage, and optimize the movement of goods within logistical networks. | 5 |
| 2 | Preparation of tracking | Various tasks to be performed before tracking - importance of tracking a consignment - different types of goods and their classification - importance of documents in the consignment tracking - challenges related to transportation - importance of | Students will gain expertise in the preparation and execution of tracking procedures, utilizing various tools and technologies to monitor and manage the movement of goods throughout the logistical process | 5 |

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| | | <p>status checking in tracking a consignment - various tracking systems available - different types of documents used in consignment tracking - various risks involved when deviated from the procedure - reporting structure and the various channels of communication - infrastructure challenges related to freight movement - regulations behind the movement of hazardous materials</p> | | |
| 3 | Consignmen t tracking | <p>Role of consignment controller in verifying the route plan of the truck - importance of truck routing and reporting - various uncontrollable reasons that causes delay in reporting at the destination - various</p> | <p>Participants will acquire skills in consignment tracking methodologies, employing advanced systems and practices to monitor, manage, and ensure the seamless movement of goods within supply chain networks</p> | 5 |

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| | | <p>threats like accidents that causes serious damage - importance of updating any information to the management - importance of interpersonal skills in enhancing performance</p> | | |
| 4 | Post tracking activities | <p>Various activities to be performed after tracking consignments</p> <ul style="list-style-type: none"> - updating of information in the system - escalation procedure to be followed in case of non-responsiveness from the truck - closing procedures to be followed in tracking - importance of using transport management system - reporting structures and procedures for delayed delivery - process of generating postdelivery report - various duties to be performed at | <p>The course explores post-tracking activities, focusing on data analysis, performance evaluation, and continuous improvement strategies to enhance logistical processes after goods movement within supply chain operations</p> | 5 |

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| | | the end of the day - consequences in case of noncompliance in handing-over report | | |
| 5 | Compliance to health, safety and security measures while tracking consignments | Various health, safety and security procedures while tracking consignments - importance of information security - various procedures to be followed for information security - necessity for personal information security - various types of personal information - consequences towards unsafe information security conditions - reporting structure in breach of protocols - data breach and ways of overcoming it - security measures to overcome data breach | The course emphasizes the importance of adhering to health, safety, and security measures during consignment tracking, ensuring compliance with regulations to safeguard goods, personnel, and logistical operations. | 5 |
| 6 | Practical projects and case studies | | | 20 |

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| | Total | | 45 |
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TABLE 3: OVERALL COURSE LEARNING OUTCOME ASSESSMENT CRITERIA AND USE CASES

| LEARNING OUTCOME | ASSESSMENT CRITERIA | USE CASES |
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| <p>At the end of the course, the students are able to</p> <ul style="list-style-type: none"> ● Identify various activities of Consignment controller in transportation ● Detail the various tasks to be performed while preparing for consignment tracking ● Demonstrate consignment tracking as per SOP ● Perform tracking as per standard operating procedure ● Perform the necessary tasks post tracking ● Demonstrate health, safety and security measures | <p>Choice</p> <ul style="list-style-type: none"> ● Multiple questions ● Projects ● Case studies | <p>1. Case Study A logistics company faces frequent shipment delays and customer complaints. The Controller is tasked with improving consignment tracking. What steps should the Controller take to address the issue?</p> <p>2. Case Study An e-commerce firm seeks to comprehend the significance of consignment booking in their logistics operation. How does consignment booking contribute to order consolidation and efficient utilization of transportation resources?</p> |

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| while tracking consignments | | |
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| TABLE 4: LIST OF FINAL PROJECTS (5 PROJECTS THAT COMPREHENSIVELY COVER ALL THE LEARNING OUTCOME) TOTAL HOURS - 20 | |
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| SL.NO | FINAL PROJECT |
| 1 | Packing list: The students should fill the model of packing list |
| 2 | Certificate of origin: The students should fill the model of certificate of origin. |
| 3 | Checklist for consignment preparations and tracking: The students should create detailed checklists to ensure the completeness and accuracy of consignment preparations. These checklists should cover all essential elements required before initiating tracking. |
| 4 | Vehicle route planning: This project provides a structured format for planning vehicle routes in fleet management. |
| 5 | Tracking log template: The students should develop a tracking log template that captures essential data points throughout the tracking process of consignment. |