



**Indian Institute of Materials Management**

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# Online Short-term Certification Course on Logistics Management

**Register Here for Application**

<https://forms.gle/PxMpSt7S8sraCZfy6>



**Duration: Six Months**

**May 2022 Batch**

**Starts from**

**4<sup>th</sup> Week of May 2022**

# Prospectus

**Charter Member**

**International Federation of Purchasing and Supply Management, USA**



## ABOUT IIMM

Indian Institute of Materials Management is the premier professional Institute of Materials Management in India. Our mission is to “promote professional excellence in materials management towards national prosperity through sustainable development” through its national network of 52 branches and 19 chapters spread over the length and breadth of the country. IIMM is dedicated to the professional activities including Educational Courses, Executive Development Programs, Seminars, Workshops, In-house Training Programs and consultancy.

## INTERNATIONAL AFFILIATION

To have an effective global interaction on the subject, IIMM is a charter member of International Federation of Purchasing and Supply Management (IFPSM), USA which has its roots in 33 countries from all the six continents, representing views of Purchasing and Materials Management professionals world-wide. Its major aim is to encourage professional development, education and cross-cultural exchange and cooperation in Purchase, Materials Management, Logistics, International Trade and other related disciplines.

## IIMM ASSOCIATION WITH ITC UNCTAD / WTO

The International Trade Centre (ITC) UNCTAD/WTO is the Focal point in the United Nations for Technical co-operation with developing countries in trade promotion. As an executing agency of the United Nations Development Program (UNDP), ITC is directly responsible for implementing UNDP financed Projects in developing countries and economics in transition related to trade promotion.

## OBJECTIVE OF COURSE

The primary objective of these courses is to impart the relevant, necessary knowledge and skills on the some of the important areas in each of the courses. The course will cover some of the basic theories relevant to the field and go on the build on the improvements and latest technology in the relevant field. It is expected that the freshers and the working professionals will be benefitted. The latest knowledge and skillset will enable the individuals to outperform in their functional areas and enable them to rise to senior positions in the organizations

## FACULTY

The sessions will be handled by Senior faculty from IIMM, who are specialists in Supply Chain Management domain, and have rich Professional and Industry experience.

## QUALIFICATION

### Qualification for joining this program

- i. An undergraduate degree in any discipline with at least 50% grade
- ii. Engineering diploma holders with 2 years practical experience in an organization.

## WHO WILL BENEFIT

Persons working in Supply Chain Management or related functions in any industry or Government organizations will benefit from the program. The program is aimed at both individuals at the ab initio level as well as those with experience in the field.

This course is aimed at individuals working in any function in a manufacturing or service industry and interested in updating/upgrading the skills set required in the current competitive environment. Individuals at the entry level and individuals with experience will derive competitive advantage with this additional qualification

## COURSE SCHEDULE

The course will be for 6 months duration

Commencement of admission : 1st Week of May 2022

Classes commences : 4<sup>th</sup> Week of May 2022

Final Examination : Within ten days after completion of all portions of All Subjects

Announcement of results : December 2022 Second Week

**These dates are provisional and subject to change.**

## TEACHING METHODOLOGY

**The Classes will be conducted Online on Microsoft Teams Meet Platform in an interactive mode. \***

The Lecture sessions will be conducted as per details below:

**Saturdays: 19.30 to 21.00 hours**

**Sundays: 19.30 to 21.00 hours**

## ATTENDANCE

**Minimum of 75% Attendance in each subject is mandatory for appearing for the Examinations.** However, relaxation will be allowed for individuals who have 50% attendance with a penal fee of Rs. 500 per subject. **In all such cases the individuals will not be eligible for distinction or first class.**

## ASSESSMENT

**The students' performance will be assessed on the following framework:**

Internal Assessments (2 Tests) 20 marks (Best 2 out of 3 assessments that will be conducted)

Attendance 05 Marks

**Final Examination (Online) 75 Marks**

Class room sessions will include presentations, videos, discussion on case studies. Students are encouraged to bring live case studies on the relevant subjects for discussion in the class (if allowed by the organization) for the benefit of all the students.

## COURSE FEES

Total Course fee is Rs. **20,000/-** (inclusive of Study Materials and Examination Fees). Discounted Fee for **IIMM Members is INR 19,100/-**. Inland Courier charges for Study materials **INR 600** will be charged per participant, additionally. **For participants from abroad, courier charges as applicable to their locations will be charged additionally.** A set of latest prints of Text books will be provided for each subject as reference.

All course fee should be paid before the commencement of classes. Penal fee of Rs. 300 (Rs. Three hundred only) in case of delay in the payment of the course fee. All course fee must be paid through demand draft or through internet transfer only (RTGS, NEFT).

### **ACCOUNT DETAILS:**

**Beneficiary Name: Indian Institute of Materials Management**

Bank: **Canara Bank** Branch: Trinity Circle

Account Number: **0792101031770**

IFSC code: **CNRB0000792** GSTNo:**29AAAAI0056P1ZF**

## COURSE CONTENT

PAPER	SUBJECT	MARKS
1	Introduction, Principles and Practices of Logistics	100
2	Transportation System and Management	100
3	Warehousing and Inventory Management	100
4	Legal Aspects in Logistics Management (Import -Export Procedures)	100
5	Packaging and Distribution	100

## CERTIFICATE AND RANKING

Candidate successfully completing the program will be awarded the Completion Certificate from Indian Institute of Materials Management, Bangalore Branch.

The following criteria will determine classes in the examination:

- Greater than 75% - Pass with Distinction
- 60% to less than 75% - Pass with First Class
- 40% to less than 60% - Pass
- Less than 40% - Fail

**Repeaters and those who skip the examination without a valid reason and prior intimation before the date of the examination will not be entitled to get First Class or Distinction**

Individual will be allowed a maximum of 3 attempts (including the first attempt) to qualify for the certificate within a maximum period of 12 months.

Repeaters re-appearing for the exams are required to pay an examination fee of Rs. 400 per subject towards the conduct of the examination

Students who do not want to pursue with any more attempts can opt for participation certificate

The application form can be obtained from IIMM, Bangalore Branch by registering using the link here

<https://forms.gle/PxMpSt7S8sraCZfy6>

## MEMBERSHIP

It will be in the overall interest of the candidates to become members of the Institute (if not already a member) by which they will be entitled for concession in participating in the various programs of the Institute, besides the other benefits of free periodicals, free participation in the lecture programs etc.

**For more details please contact following:**

**Indian Institute of Materials Management**

**304,306 and 307 'A' Wing, Mittal Towers, M.G. Road, Bangalore – 560 001,**

**Mobile: 9972441466; 9900862486; 9972441466**

**E-mail: iimmbg@airtelmail.in; nagaraj.sm@iimmbangalore.org**

**Website: www.iimmbangalore.org**

# **Six months online Certification Course on Logistics Management**

## **SYLLABUS:**

### **Paper 1: Introduction, Principles and Practices of Logistics**

Function of Organization, Communication Skills, Basic Concepts of organization, Co-ordination, Planning, Motivation Controlling

#### **Introduction to Logistics**

Scope, Elements, System of Life Cycle, Needs, Terms and Definition

#### **Customer Services:**

Understanding customer, Matching the Logistics to Customer Needs, Order Cycle, Handling Returns, Measuring Customer Services

#### **Logistics Operation and Services**

Process of Providing Logistics Services, Analyzing the market and assessment of Opportunities, Evaluating the Market performance, Selection of the Logistic Mode, Logistics, costs, transport mode choice, dispatch decisions, touting decision, routing models, packaging to suit mode of transport, Logistics and competitive advantage  
Total distribution cost Analysis.

#### **Control:**

The ABC Method, Determining Stock Levels, Determining Basic Stock, Lead Time, Production and Inventory Cost

#### **Strategies and organization in Logistics**

Material Flowtime Compression, Total Cost Concept, Variability,

### **Paper -2: Transportation System and Management**

**Scope of Materials Handling – Different modes in Transportation, receiving, In-plant Handling,** Handling at the work-place, warehousing and distribution – Objectives of Materials handling (increased production capacity, reduced waste, improved working conditions, improved distribution, reduced costs etc) – Factors in material handling (Movement, time, quantity, space layout and equipment) – Different types of Materials and different types of movements – costs involved in materials handling – Plant layout and its significance to materials handling – Factors influencing layout and principles of layout – Approaches to cost reduction in materials handling (20 principles)

Analysis of Materials Handling problems – Flow charts and flow diagrams

-Factors Involved (Materials Factors, man factor, machinery factor, etc.) – Evolving a suitable, efficient and economic system.

Materials handling equipment – Different types and sizes and their applications.

Type of equipment – Fixed path, limited variable path, variable path – Lifting and lowering device – Transportation device which both lift or lower and transport – Factors Involved in equipment selection from among alternatives – importance of maintenance – Recent trends in materials handling – concept of unit loads, stillage, pallets, containerization, conveyors etc

#### **Development of Transportation Logistics:**

Carrier Modes, Carrier Types, Analysis of Transport Modes, Buy Vs Lease decisions, Costing and Pricing of Transport Services, Regulations in Transportation, Obligation and Liabilities, Third Party Logistics Service providers

### **Paper -3 : Warehousing and Inventory Management**

Warehouse Management

Introduction, Warehousing Functionality, Warehousing Planning and Cost Reduction, Cost Benefits through Operational Techniques, Warehousing Options, Warehousing Design Principles, Warehousing and Stores Operations, Future Expansion

**Inventory Management:** Introduction - Need for inventory, importance of inventory, objectives of inventory management, Impact of inventory on profitability, Factors influencing inventory.

- Types of inventory – categorization like raw materials, etc.
- Purchasing cost, holding cost, total cost of acquisition and activity-based costing role in inventory costing
- Concept of selective inventory control, classification in to various types like ABC, etc. influence of variety reduction, coding and standardization in inventory management
- Concepts of EOQ, safety stock, service level and its relationship to safety stock Demand Forecasting– Techniques, trends and analysis
- Inventory management systems - Fixed Time system, Perpetual review system, bin systems, Vendor managed inventory systems, etc.

#### **Paper -4 : Legal Aspects in Logistics Management (Import -Export Procedures)**

##### **Legal Aspects and Import / Export Procedures:**

##### **Legal Aspects**

Law of Carriage

Indian Carriage Act

Consumer Protection Act

Pollution Control /Environmental Protection

Insurance Claims

Customs Act

Legal Aspect in Human Resources Management

##### **Import / Export Procedures:**

Introduction to Foreign Purchasing

Export / Import Policy and Procedures

General Provisions

Export Documentation

Customs Clearance Procedure

Import Documentation

#### **Paper –5: Packaging and Distribution**

##### **Introduction to Packaging**

Introduction, Concept of Packaging, Preparing for Packaging Preparing for Packaging Functions of Packaging, Package Design, Characteristics of Packaging

##### **Packaging Material**

Introduction, Kinds of Packaging, Ancillary Packaging Materials

##### **Forms of Packaging**

Introduction, Labeling Function, Concept of Material Handling, Principles of Material Handling Equipment Used in Material Handling

##### **Quality Control and Significance of Testing**

Testing for Plastic Packaging, Selection of Standard Test Conditions and Simulants for Different Foods Product Quality Attributes

##### **Packaging Laws and Regulations**

Introduction, The Standards of Weights & Measures Act (SWMA),The Prevention of Food Adulteration Act Fruit Products Order (FPO),Meat Food Products Order (MFPO),Agricultural Grading & Marking (AGMARK) Rules, Edible Oil Packaging (Regulation) Order, 1998

##### **Distribution Planning**

Introduction, Distribution Plan, Elements of Distribution & Cost Implications, Network Design, Quality Control Monitoring, Physical Distribution, Distribution Audit Procedure

##### **Transportation**

Introduction, Transportation Functionality and Principles, Participants in Transportation Decisions Legal Classification of Carrier, Transportation Economics Concepts

**Unit Load Systems**

Introduction, Palletization, Containerization, Conveyor System

**Air, Sea and Road Transportation**

Introduction, Air Freight Operations, IATA (The International Air Transport Association), SEA Marine Insurance Declaration Form and Marine Insurance Certificate Policy, IMDG, The Law Guidelines to be Kept in Mind While Packaging Goods Before Transporting

**Bar Codes and RFID Packaging**

Introduction, Uses of Bar Codes and RFID, Differentiating Barcode and RFID Technologies, Labeling Relates to Manufacturing Trends, Bar Codes and RFID in Packaging