



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Lost Discrepant and Damaged Cargo Procedures

Services / Transport, Operations and Logistics

Unit Standard 252419 · NQF Level 3 · 3 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with the knowledge and skills to effectively manage lost, discrepant, and damaged cargo in compliance with organisational and regulatory procedures. Participants will learn to identify, document, and resolve cargo discrepancies while maintaining accurate records and minimising operational disruptions.

Category	Services
Subfield	Transport, Operations and Logistics
Unit Standard	252419
Accreditation	SAQA Accredited · NQF Level 3 · 3 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Identify and classify instances of lost, discrepant, and damaged cargo according to organisational procedures.
- Apply correct documentation and reporting protocols for recording cargo discrepancies and damages.
- Analyse root causes of cargo loss and damage to recommend preventive measures.
- Demonstrate effective communication with relevant stakeholders when resolving cargo discrepancies.
- Implement corrective actions to mitigate the impact of lost or damaged cargo on operations.
- Evaluate the effectiveness of cargo handling procedures and suggest improvements.

WHO SHOULD ATTEND

- This course is designed for logistics, warehousing, and supply chain professionals who handle cargo receiving, dispatch, or inventory management.
- It is also suitable for supervisors and team leaders responsible for ensuring compliance with cargo handling procedures.

COURSE OUTLINE

Day 1: Lost, Discrepant, and Damaged Cargo Procedures

- Introduction to cargo types and handling risks
- Definitions: lost, discrepant, and damaged cargo
- Immediate actions upon discovery of incident
- Documentation requirements: discrepancy reports, photographs, witness statements
- Communication protocols with carriers, insurers, and clients
- Claims processing: timelines, forms, and evidence
- Preventive strategies: packaging, handling, and security
- Case studies and best practice review

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **3 NQF credits** at **NQF Level 3**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 12,800.00	R 12,800.00
1	In-House	R 16,600.00	R 16,600.00
1	On-Campus (Pretoria)	R 19,200.00	R 19,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
05 Aug 2026	05 Aug 2026	On-Campus	Cape Town, South Africa
06 Aug 2026	06 Aug 2026	On-Campus	Dubai, UAE
07 Aug 2026	07 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	07 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	10 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	10 Aug 2026	On-Campus	Mauritius
11 Aug 2026	11 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	12 Aug 2026	On-Campus	Dubai, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 252419) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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