



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

Break Bulk Packing and Labelling of Stock

Services / Wholesale and Retail

Unit Standard 258175 · NQF Level 2 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the skills to break bulk, pack, and label stock accurately and efficiently in a warehouse or distribution environment. It focuses on ensuring product integrity, traceability, and compliance with company and regulatory standards. Learners will gain practical knowledge to handle stock in a way that minimizes waste and errors.

Category	Services
Subfield	Wholesale and Retail
Unit Standard	258175
Accreditation	SAQA Accredited · NQF Level 2 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate the correct procedures for breaking bulk stock in accordance with company policies.
- Apply appropriate packing techniques to ensure product protection and efficient use of space.
- Implement accurate labelling methods that comply with regulatory and organizational requirements.
- Analyze stock documentation to verify quantities and product details during the packing process.
- Evaluate the condition of stock and identify any damage or discrepancies before packing.
- Demonstrate effective communication and teamwork during the bulk-breaking and packing process.

WHO SHOULD ATTEND

- This course is ideal for warehouse operators, storekeepers, and logistics staff who are responsible for breaking bulk, packing, and labelling stock as part of their daily duties.

COURSE OUTLINE

Day 1: Introduction to Break Bulk Packing and Labelling

- Definition and scope of break bulk packing.
- Types of break bulk cargo: bags, bales, drums, pallets, crates.
- Overview of regulatory framework: OHSA, SANS 10228, SANS 10131.
- Principles of safe stacking and securing.
- Introduction to labelling requirements: hazard symbols, handling instructions.
- Consequences of poor packing and labelling.

Day 2: Materials and Techniques for Break Bulk Packing

- Packing materials: shrink wrap, strapping, dunnage, cushioning.
- Techniques for packing bags, drums, and pallets.
- Load securing: lashing, blocking, and bracing.
- Weight distribution and centre of gravity considerations.
- Inspection criteria for packed loads.
- Safety precautions during packing operations.

Day 3: Labelling Standards and Compliance

- Overview of GHS labelling system.
- Hazard pictograms, signal words, and precautionary statements.
- Labelling for dangerous goods: UN numbers, proper shipping names.
- Handling and storage labels (e.g., fragile, this side up).
- Label placement on packages and overpacks.
- Documentation: packing lists, shipping manifests.

Day 4: Quality Control and Troubleshooting

- Quality control procedures: visual inspection, weight checks, seal integrity.
- Common defects: overpacking, underpacking, label misplacement.
- Root cause analysis of packing failures.
- Corrective actions: repacking, relabelling, documentation updates.
- Record-keeping: inspection logs, non-conformance reports.
- Continuous improvement principles.

Day 5: Practical Integration and Assessment

- Practical exercise: pack and label a mixed break bulk load.
- Simulated inspection and quality check.
- Review of common mistakes and best practices.
- Final theory assessment (written).
- Practical skills assessment (observed).
- Course wrap-up and feedback.

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 **8 NQF credits** at **NQF Level 2**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 23,000.00	R 23,000.00
1	In-House	R 29,900.00	R 29,900.00
1	On-Campus (Pretoria)	R 34,500.00	R 34,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

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 258175) 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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