



Transportation, Distribution and Logistics

Pathway: Transportation Operations

Code	Topic	Course	Knowledge and Skill	Performance Element	Measurement Criteria
TRPA01.01	Transportation Operations	#7: Planning Transportation Operations #9: Personnel Management	Develop and manage transportation plans to move people and/or goods to meet customer requirements.	Develop transportation plans including routes and schedules for transporting people and goods.	Determine origin and destination points for routing.
					Determine load levels and transportation requirements for goods and/or people.
					Determine availability of qualified operators and required transportation equipment.
					Develop routes to meet service and time requirements at lowest cost.
					Develop plans and schedules (including times, operators, equipment, and related resources) that meet service/time requirements at lowest costs.
					Develop transportation plans (e.g., report, memo, tables) including routing and scheduling.
					Present transportation plans (e.g. business meeting).
				Monitor and adjust transportation plans to meet customer requirements.	Review current plans, routes, and schedules.
					Analyze information on the movement of people/goods according to plans and schedules.
					Determine need to adjust/review plans, routes, and schedules in response to changing conditions and customer requirements.
					Revise transportation plans (e.g., report, memo, tables/charts) including routing and scheduling.
					Present revised plans (e.g. business meetings).



Code	Topic	Course	Knowledge and Skill	Performance Element	Measurement Criteria
			(CONTINUED)	Manage traffic flow at transportation hubs, facilities, and staging areas.	Develop/review plans and schedules for arrival, loading/staging, and departure at transportation facility. Analyze current status of scheduled arrivals and departures relative to plans. Determine need to adjust/review staging/loading arrangements at the facility. Revise traffic flow and staging plans and schedules (e.g., report, memo, charts/tables). Present revised plans (e.g. team meeting).
				Negotiate contracts for transportation operations services.	Determine transportation services to be bid and contracted. Develop proposal and review/selection criteria. Identify possible service providers. Develop bid specifications for providers. Request bids from providers. Evaluate bids and select provider(s). Document (e.g., report, memo, tables) evaluation process and selection decision. Present and explain information on process and decisions (e.g., business meetings).



Code	Topic	Course	Knowledge and Skill	Performance Element	Measurement Criteria
TRPA01.02	Transportation Operations	#8: Transportation Operations Performance	Improve the performance of transportation operations to meet customer and business requirements.	Monitor and report on the performance of transportation operations.	Develop performance measures and determine data requirements for monitoring performance.
					Collect and organize performance data in data base.
					Establish performance targets/standards for monitoring performance.
					Analyze performance relative to targets/standards and identify performance problems.
					Document and report system performance trends and problems using graphs/charts (e.g. reports, memos).
					Present and explain information on performance (e.g., business meetings).
					Develop strategies to improve service levels and quality and reduce costs.
				Identify and evaluate causes of performance gaps.	
				Identify and evaluate potential solutions (e.g. routing, scheduling, equipment upgrades, operator training).	
				Determine most appropriate solutions.	
				Document causes and recommended solutions in written reports.	
				Present and explain proposed solutions (e.g., business meetings).	



Code	Topic	Course	Knowledge and Skill	Performance Element	Measurement Criteria
TRPA01.03	Transportation Operations	#10: Compliance and Regulations	Maintain and improve compliance with company policies and government laws and regulations.	Monitor and evaluate compliance with company policies and government laws and regulations.	Develop compliance checklist for conducting review.
					Develop compliance review process.
					Conduct compliance review.
					Document compliance findings and make recommendations (e.g., report, memo).
				Revise company policies, procedures, and information/documentation systems to improve compliance with changing customer/business requirements (e.g., quality systems) and government laws and regulations (e.g., health, safety, environment).	Present and explain compliance findings and recommendations (e.g., business meetings).
					Review current compliance problems (e.g., compliance review findings).
					Identify changing customer/business requirements and government laws and regulations.
					Determine need for revising company policies, procedures and systems.
					Develop report with recommended revisions.
					Present and explain recommended revisions (e.g., business meetings).