

IATA/FIATA Course Outline

Classes run 0800-1700 Monday-Friday

Evening Study sessions Tuesday & Thursday 1900-2100

Call CNS at 516-747-3312 to Register

Unit 1 - Industry Regulations

Who regulates international air transportation? What industry organizations manage and support international air freight activities. Discusses the role of government bodies (such as the United Nations, Federal Aviation Administration) and industry groups such as IATA and FIATA.

Study Units:

ICAO

National Aviation Authorities

IATA

FIATA

Unit 2 - The Air Cargo Agency

What are the responsibilities of an IATA Cargo Agent and how does this contrast with the activities of a “freight forwarder” or “consolidator”. Explores the roles and services offered by Agents, Forwarders, Brokers and related companies. Introduces the concept of a carrier’s liability and why a shipper may have to pay a forwarder an additional fee to raise that liability.

Study Units:

The IATA Cargo Agent

The Consolidator

Operations

Service Functions

Organization

Liability

Unit 3 - World Geography

A critical section, this unit will introduce the student to world geography and the concept of time zones and the international date line. The student is required to memorize many, if not most, of the major airport and city codes in the world and identify them on practice maps, along with cities and countries on six continents. Understanding geography and the calculation of transit-times across a multitude of time-zones is crucial to passing Exam 1. Student will learn how to use time-charts in the OAG and ABC guides.

Study Units:

Geography and IATA 3 Ltr Codes

Time Differences

Calculation of transit time

Unit 4 - Use of Guides

An important section of the training program, this unit trains the student to use industry guides, such as the OAG Air Cargo Guide. This is the foundation for being able to determine flight schedules, aircraft type, cargo capabilities, flight routings etc.

Study Units:

ABC Air Cargo Guide

OAG Air Cargo Guide

Worldwide OAG

Unit 5 - Aircraft

This unit describes some of the physical characteristics of current aircraft used in transportation. A critical aspect of this training is understanding which are wide-body and capable of handling ULDS and which are narrow-body “conventional” aircraft that can only handle loose or “bulk” cargo.

There is a section in here that covers aircraft weight and balance along with technical considerations such as fuel loads, etc.. That is not covered in the training and is informational only.

Unit 6 - Handling Facilities

This unit describes the range of facilities normally available at major airports. The exercises cover customs clearance, storage and loading/unloading facilities. The focus is on training the student to look up the appropriate information in the TACT guide to determine available facilities.

Unit 7 - Air Cargo Acceptance

This starts the student into the actual process of handling a shipment and leads off with a discussion of the role of the shippers letter of instruction and continues with exercises on actually reviewing an SLI and cross-referencing the TACT and other guides to determine if the shipper's requirements can be met. The unit also provides an overview of the acceptance of "special cargo" such as Dangerous Goods, Perishables, Valuables, etc.

[Study Units:](#)

Instructions for Carriage

Acceptance Based on Shippers Letter of Instruction

Acceptance of Special Cargo

Unit 8 - Cargo Booking Procedures

Covers an introduction into airline cargo booking procedures and a discussion of the emerging "cargo community systems" that allow automatic forwarding updates to the agent/freight forwarder.

Unit 9 - Cargo Automation

Continues the previous subject matter and expands on the main functions of SITA, Cargo-IMP and UN/Edifact and EDI. Provides an overview only.

Unit 10 - Air Cargo Rates and Charges

This unit is the most comprehensive and challenging of the training program, and requires the longest study time.

[Study Units:](#)

The Air Cargo Tariff (TACT)

IATA Areas and sub-areas

Chargeable weight

Currencies

Rates and Charges

General Rules

Minimum Charges

General Cargo Rates (GCR)

Specific Commodity Rates (SCR)

Class Rates

Lower charge in higher weight category

Precedence of rates and charges

Valuation charges

Charges collect shipments

Disbursements

Other charges and fees

Unit 11 - The Air Waybill

Study Units:

The airline air waybill

The neutral air waybill

Functions of the airline air waybill and the neutral air waybill

Completion of the airline and the neutral air waybill

Labelling and marking

Cargo Terms and definitions

Exam Paper 1 given Wednesday Morning

Exam Paper 2 given Friday mid-day

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2004 Schedule

5 Day IATA/FIATA Cargo Agent Certification course from CNS (Cargo Network Services) \$695.00

CNS IATA/FIATA Cargo Agent Training

City	Dates
Los Angeles	April 18-23, 2004
Los Angeles	Oct 19-22, 2004

Fees for this class are payable directly to Cargo Network Services (IATA); we can fax you a registration form, or you may call them directly at 516-747-3312

Classes are held at the Summerfield Suites LAX. Great one and two bedroom suites for \$119 or \$129 dollars!

If you'd like a registration form, email jim@logisticstraining.com (This course is different than our other programs in that you pay IATA/CNS directly and they handle registrations).

This is not the complete schedule – only the courses that are taught by TDG, for a complete schedule you can also visit CNS on the web at: www.cnsc.net and click on “services” then on “training”.

If you have any questions, you can call CNS or Jim Powell from TDG at (800) 949-4834

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