

# Planning and conducting a shipment document

## International Freight Forwarding Specialist

### Assessment method: Practical assessment (Ocean Freight pathway) Task 2

<b>Date of booking</b>			
<b>Shipment mode</b> (To be specified by Apprentice)	Ocean <input type="checkbox"/>	Road <input type="checkbox"/>	Air <input type="checkbox"/>
<b>Shipment type</b> (To be specified by Apprentice)	FCL <input type="checkbox"/>	LCL <input type="checkbox"/>	
<b>Freight terms</b> (To be specified by Apprentice)	Prepaid <input type="checkbox"/>	Collect <input type="checkbox"/>	
<b>Customer account</b>			
<b>Consignor/Shipper/Exporter</b> to include address, contact details and EORI			
<b>Consignee/Buyer/Importer</b> to include address, contact details and EIN			
<b>Declarant</b> (To be specified by Apprentice)			
<b>Notify Party</b> (To be specified by Apprentice)			
<b>Origin</b>		<b>Destination country:</b>	
<b>Place of receipt</b> (To be specified by Apprentice)		<b>Place of delivery</b>	
<b>Departure Point</b> (To be specified by Apprentice)		<b>Port of discharge</b>	
<b>Inland transport mode</b> (To be specified by Apprentice)			
<b>Packages: number, kind, shipping marks</b>			
<b>Description of goods</b>			

<b>Commodity tariff code</b>	<b>Net weight (kg)</b>	
	<b>Gross weight (kg)</b>	
<b>Procedure code</b> (To be specified by Apprentice)	<b>Chargeable</b>	
<b>Insurance</b> (To be specified by Apprentice)	<b>Item Price</b>	
	<b>Invoice Total</b>	
<b>Collection details</b> (To be specified by Apprentice)		
<b>Estimated Time Delivery</b> (To be specified by Apprentice)	<b>Incoterms</b>	
<b>Screening &amp; Security</b> (To be specified by Apprentice)	<b>Service Level</b> (To be specified by Apprentice)	
<b>Additional Services</b> (To be specified by Apprentice)		
<b>Special Requirements</b> (To be specified by Apprentice)		

<b>Any additional recommendations and advisories</b> (To be specified by Apprentice)
<b>Any potential issues that could cause disruption to the customer, delivery times or budget and how to resolve them in line with own responsibilities</b> (To be specified by Apprentice)

**Mitigation for potential issues providing alternative solutions to achieve the best commercial outcome**  
(To be specified by Apprentice)

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