

## Schedule the distribution of supplies

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### Overview

This standard is about scheduling the distribution of supplies. It involves obtaining and confirming information with regard to distribution. It also involves scheduling distribution to meet legal, regulatory and organisational requirements, assessing relevant factors and risks, handling problems and providing results of evaluations which comply with requirements.

This standard is for supply chain practitioners. This could be, for example, in purchasing, freight logistics operations or transport management roles.

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### Performance criteria

*You must be able to:*

1. confirm the **supplies** that are being scheduled for distribution
2. obtain information on the **supplies** that are being scheduled for distribution
3. **schedule** the distribution of **supplies** to meet the requirements of the **supply chain**
4. confirm the supplies distribution **schedule** with **colleagues**
5. identify and review relevant factors and risks that may affect the distribution **schedule**
6. identify and handle problems with the distribution **schedule**
7. inform relevant **colleagues** of the **schedule**
8. schedule the distribution of supplies in accordance with the relevant legal, regulatory and organisational requirements

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**Knowledge and understanding**

*You need to know and understand:*

1. your organisation's strategic aims, objectives and activities in relation to the **supply chain**
2. **supply chain** management theories, models and practices
3. logistics theories, models and practices
4. your organisation's information sources on **supply chain** processes
5. planning methods and procedures for scheduling the distribution of supplies
6. the methods for scheduling the distribution of supplies
7. risk analysis methods and procedures
8. communication methods used by your organisation

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**Glossary**

**Colleagues:** permanent, temporary, agency staff, external

**Schedule:** a plan or timetable of a series of events or activities

**Supplies:** any combination of goods or services that are procured, delivered or stored in the supply chain

**Supply chain:** procurement, purchasing and supply, logistics, transport, and operations management, within and between international boundaries

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**Developed by** Skills for Logistics

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**Version Number** 2

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**Date Approved** January 2018

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**Indicative Review Date** January 2023

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**Validity** Current

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**Status** Original

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**Originating Organisation** Skills for Logistics

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**Original URN** SFLSCM107

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**Relevant Occupations** Retailing and wholesaling; Warehouse and distribution; Managers in Distribution, Storage and Retailing; Transport Associate Professionals

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**Suite** Supply Chain Management

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**Keywords** schedule; distribution; supplies; supply chain

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