

OBTAINING YOUR CPL CERTIFICATION

To obtain the CPL qualification, candidates need to provide evidence of work experience, qualifications and participation in the logistics or supply chain profession.

In order to make application, candidates need to:

1. Reach a minimum of 400 points using the CPL calculator. 400 points need to be achieved before an application will be considered by the Transport and Logistics Certification Council. Please complete the CPL Calculator below. (A calculator also exists online at www.cplinstitute.com)
2. Complete the personal profile section of this application (see below)
3. Complete the "Experience, Qualifications and Membership" portion of this application and collate the supporting documentation/evidence.
4. Submit this application form along with supporting documentation and the application fee of \$500.

Applications should be sent to:
apics NSW
P O Box 249
Parramatta, NSW, 2124

Email: Enquiries@apicsnsw.org.au

The Transport and Logistics Council is comprised of industry representatives and practitioners who have developed strict guidelines for assessing submissions. The Council meets quarterly to assess applications.

Successful applicants will be entitled to use the post nominal letters CPL and will be awarded a Certificate to confirm accreditation.

Unsuccessful candidates can re-submit applications following re-evaluation of gaps in their qualifications and experience. The \$500 application fee will not be re-invoiced for candidates re-submitting their applications within one year of their original application.

If not already a member, a successful applicant will be granted complimentary membership of the relevant apics chapter for the remainder of the financial year in which their application was submitted.

Continuing Professional Development (CPD)

Once you have been certified as a CPL you are effectively committed to maintaining this professional standard by engaging in CPD activities that accrue at least 50 weighted hours per year. apics will assist you with details of relevant CPD activities hosted /provided by apics.

CPL CALCULATOR

Exposure Area	Criteria	Points Awarded
Current or recent supply chain/logistics experience	Select years	Points
	2 years	40 points
	3 years	75 points
	4 years	100 points
	5 years	125 points
	6 – 10 years	150 points
	11 years plus	200
Current or Recent Supply Chain/Logistics Management Experience	Select years	Points
	2 years	40
	3 years	60
	4 years	80
	5 years	100
	Above 5 years	150
Higher Education in Supply Chain / Logistics Management or Related Disciplines	Select Education	Points
	Graduate Certificate	50
	Batchelor Degree/Graduate Diploma	100
	MBA / Masters Degree	150
	Ph.D	200
Vocational Training and Executive Programs (maximum 100 points for this exposure area)	Vocational Training Programs	
	No. of Programs	Points
	Certificate I	10
	Certificate II	20
	Certificate III	30
	Certificate IV or above	50
	Number of Short Training Programs	
	No. of Programs	Points
	1	10
	2	20
	3	30
	4	40
	5	50
	6	60
	7	70
8	80	
9	90	
10	100	
Number of Intensive Training Programs		
No. of Programs	Points	
1	30	
2	60	
3	90	
4 plus	100	

Professional Membership of Supply Chain/Logistics Management Associations	Select years	Points
	1	10
	2	20
	3	30
	4	40
	5 plus	50
Supply Chain/Logistics Management Association Continuing Professional Development Activities During The Past Three Years	Select activities	Points
	1	10
	2	20
	3	30
	4	40
	5	50
	6	60
	7	70
	8	80
	9	90
	10	100
Leadership Roles In Supply Chain/Logistics Industry During The Past Three Years	No. of Positions	Points
	1	15
	2	30
	3	45
	4 plus	60
Supply Chain/Logistics-related Industry Participation and Contributions	No. of Contributions	Points
	1 unpublished	15
	2 unpublished	30
	3 unpublished	45
	4 unpublished	60
	1 published	40
	2 or more published	60
Supply Chain/Logistics Recognition/Awards	No. of Awards	Points
	1	25
	2	50
	3	75
	4 plus	100
		TOTAL:

(The calculator also exists online at www.cplinstitute.com)

CPL APPLICATION

PERSONAL PROFILE

First Name:

Last Name:

Email Address:

Date of Birth:

Telephone:

Mobile:

Gender:

Primary Citizenship with:

Valid work visa for:

Languages spoken:

Disability status:

Indigenous status:

Principal Address:

Postal Address:

EXPERIENCE, QUALIFICATION AND MEMBERSHIP

1. Current or Recent Logistics Experience

Examples of experience: 6 years as Distribution and Warehouse Manager, 3 years as Warehouse Team Leader, 2 years as a purchasing officer, 2 years as a warehouse assistant, 5 years as a teacher/lecturer of Logistics Management.

Examples of evidence to be attached: resume with details of referees, job description(s)/position statement(s), certified by an accompanying letter from relevant employer.

Describe Briefly

2. Current or Recent Logistics Management Experience

Examples of management experience: 6 years as Distribution and Warehouse Manager, 3 years as Warehouse Team Leader.

Examples of evidence to be attached: resume with details of related referees, job description(s)/position statement(s) certified by an accompanying letter from relevant employer.

Describe Briefly

3. Formal Education in Logistics Management or Related Discipline

Examples of formal education: Bachelor of Business/Commerce with or without a Logistics Management major, Post Graduate Certificate in a Logistics Management area (e.g. Warehousing, Purchasing, Transport, Operations Management, etc), Post Graduate Diploma/Masters/MBA majoring in Logistics Management area (e.g. Warehousing, Purchasing, Transport, Operations Management, etc).

Examples of evidence to be attached: Official or certified copy of transcript from education provider listing modules/subjects successfully completed as part of award received, together with a certified copy of award (i.e. Diploma, Degree, etc).

Describe Briefly

4. TAFE/University or equivalent Executive Programs in Logistics Management

Example of executive programs: Supply Chain Executive Development Program.
Examples of evidence to be attached: program overview and proof of attendance

Describe Briefly

5. Professional Membership of Logistics Management Associations

Example of professional membership: CILTA, LAA, SCLAA, APICS, AITPM.
Examples of evidence to be attached: official letter of membership and length of membership from association.

Describe Briefly

6a. Logistics Management Association Continuing Professional Development Activities During The Past 3 Years

Annual Education / management conferences

Examples of programs: Industry Conference, Association Conferences, Seminars
Examples of evidence to be attached: program overview and proof of attendance

Describe briefly

6.b Association education programmes

Describe briefly

6.c Association Social talk seminars

Describe briefly

7. Leadership Roles In Logistics Industry During The Past Three Years

Example of roles: Chair, President, Vice President, Director, Committee Member, and/or Sub Committee Member of Government and/or Non Government entities or project groups .

Examples of evidence to be attached: Letter of appointment or reference letter from entity or group chair/president

Describe briefly

8. Logistics-related Industry Participation and Contributions (non company contributions)

Examples of participation: published work, presentation/speaking engagement, conference chair, breakout leader, judging panel, industry mentor.

Examples of evidence to be attached: overview/copy of event paper, etc and proof of participation/contribution therein. How many?

Describe briefly

9. Logistics Recognition / Awards

Examples of recognition/awards: scholarships, study tours (e.g. LAA's Logistics Development Award), graduation awards, industry award. How many?

Examples of evidence to be attached: overview of recognition/award and proof of receipt.

Describe briefly