

APICS CLTD - Certified in Logistics, Transportation and Distribution



ASCM - Association
for Supply Chain Management



APICS CLTD - Certified in Logistics, Transportation and Distribution

In 2016, APICS launched the CLTD certification – Certified in Logistics, Transportation and Distribution – which covers all topics related to **Logistics, Transportation, and Distribution** and positions itself as an international standard of excellence in this field.

Logistics is an increasingly critical factor in modern business, which must cope with the pressures of globalization and meet the ever-growing expectations of customers. Logistics professionals are responsible for moving inventory throughout the entire supply chain, from the company to the customer, operating in complex and international (increasingly global) environments. Advances in transportation through technology and information systems have expanded markets, fostering both national and international competition, while also creating a high degree of specialization among professionals working in this sector. The wider the distribution of a product, the greater its demand and the more producers are able to take advantage of economies of scale in transportation costs.

Reaching the customer requires the design of a **distribution network**, which involves the use of **modeling techniques, heuristics, optimization methods**, and simulation tools developed to help find the right balance among the “competing” needs of the multiple stakeholders involved in a modern logistics network. It is also important for logistics professionals to understand the risk management process in order to identify, prioritize, and respond appropriately to each risk. Risk planning may include prevention or mitigation measures, as well as ensuring business continuity (business continuity planning). Logistics also requires an understanding of the types of insurance that can be obtained, along with their related benefits and limitations.

CLTD





Benefits for the participant

Through this course the participant can:

- Learn the **Best Practice** in Logistics, Transportation and Distribution based on the international Body of Knowledge
- Improve and organize their personal on-the-job knowledge
- Expand the level of knowledge of Logistics, Transport and Distribution within the organization and line it up with the benchmark
- Contribute to the **improvement of processes** and the bottom line within the company
- Keep up to date on developments and trends in the sector
- **Expand personal professionalism** in a function that is becoming increasingly important in Business



Content

To meet these needs, APICS has created a program consisting of **9 modules** that make up the CLTD Body of Knowledge:

Topic	Percentage
Logistics Fundamentals and Strategy	10%
Demand Management and Supply	11%
Customer and Order management	8%
Warehouse Distribution/Fulfillment Center Management	4%
Inventory management	7%
Transportation Management	21%
Global Logistics	9%
Sustainability, Reverse Logistics and Risk Management	9%
Logistics Framework, Metrics, Network Design, Transformation, and Improvement	11%



Detailed program

→ 1. Logistics Fundamentals and Strategy

Section A: Recognize Logistics Fundamentals

- Understand Logistics History, Definitions, and Scope
- Recognize Total Cost Concept and Tradeoffs
- Consider Principles, Components, and Drivers of Logistics

Section B: Discern the Role, Value, and Cost of Logistics

- Understand Logistics in a Supply Chain Management Context
- Discern The Value of Logistics Management
- Effectively Manage Logistics Costs

Section C: Develop Logistics Strategy within the Supply Chain

- Set and Align Logistics Strategy, Goals, and Objectives
- Identify Value Propositions and Cost and Service Optimization
- Set Contracting Strategy
- Apply Segmentation
- Incorporate Product Life Cycles

→ 2. Demand Management and Supply (Capacity Management)

Section A: Forecast Demand

- Develop a Forecasting Process and Methods
- Interpret Forecasts

Section B: Understand Demand Management

- Understand Demand Management and Its Components
- Contribute to the Demand Management Process

Section C: Translate Demand into Logistics Capacity Planning

- Forecast Logistics Demand
- Recognize the Role of Logistics Demand Shaping Strategies
- Conduct Transportation and Capacity Planning

Section D: Support Sales and Operations Planning (S&OP)

- Learn the Sales and Operations Planning Process

Section E: Support Distribution Requirements Planning (DRP)

- Understand DRP Basics and Inventory Planning
- Conduct LRRP and LCP
- Understand the DRP Process, Logic, and Ordering Policies

Section F: Understand Master Scheduling and Material Requirements Planning

- Use Enterprise Resource Planning (ERP) Systems and Execution Systems
- Understand Master Scheduling
- Understand Material Requirements Planning

Section G: Facilitate Sourcing and Procurement

- Apply Procurement Strategy
- Use a Procurement Process
- Create and Use Contracts and Supplier Performance Management

→ *3. Customer and Order Management*

Section A: Enable Customer Relationship Management (CRM)

- Understand CRM and Apply Customer Segmentation
- Understand the CRM Process
- Facilitate Customer Service Management (CSM)

Section B: Enable Outbound and Inbound Order Management

- Set Strategy and Tactics for Outbound and Inbound Orders
- Facilitate Operations and Performance Measurement for Outbound and Inbound Orders
- Optimize Order Channels, Distribution Strategies, Networks, and Order Fulfillment Channels

→ *4. Warehouse Distribution/Fulfillment Center Management*

Section A: Identify Warehouse Strategy, Ownership, and Roles

- Identify, Determine, and Apply Warehousing Strategies
- Differentiate Between Warehouse Ownership Types
- Recognize Fundamental Warehouse Services

Section B: Formulate Warehouse Processes and Order Flow

- Understand Receiving, Inspection, and Returns
- Understand Storage, Replenishment, and Inventory Management
- Set Picking and Packing Strategy and Tactics
- Set Slotting Strategy
- Specify Sorting, Consolidation, Break-Bulk, and Cross-Docking
- Specify Packing and Dispatch (Loading and Shipping) Processes

Section C: Evaluate Warehouse Facility Layout Decisions and Manage Performance

- Understand Warehouse Design Principles and Process
- Determine Facility Size
- Evaluate Types of Layouts
- Optimize Space and Capacity
- Prepare and Use Warehouse Management Systems and Documentation
- Implement Performance Management

Section D: Incorporate Packaging

- Understand Product and Packaging Fundamentals
- Incorporate Unitization and Unit Loads
- Section E: Incorporate Materials Handling and Warehouse Automation
- Understand Materials Handling Considerations and Types
- Use Picking Systems

- Use Dock and Internal Transportation Equipment
- Use Storage Systems
- Consider Health, Safety, and Security

→ 5. Inventory Management

Section A: Understand Inventory Management Fundamentals

- Understand Inventory Types, Characteristics, and the Role of Inventory Management
- Define Functions of Inventory and Related Strategies
- Understand the Role of Technology in Inventory Management
- Understand the Costs of Inventory

Section B: Develop Inventory Strategy and Policy and Implement Inventory Control

- Determine When and How Much to Order
- Manage Exceptions, Anomalies, Constraints, and Conditions of Uncertainty
- Conduct Inventory Classification Including ABC Analysis of Inventory
- Perform Transaction Management and Inventory Review, Auditing, and Compliance
- Develop and Monitor Inventory Performance Metrics

→ 6. Transportation Management

Section A: Understand Transportation Fundamentals

- Understand Transportation and the Transportation Cost Structure
- Identify Transportation Stakeholders, Capabilities, and Intermediaries
- Differentiate Between Various Carrier Types
- Understand Modes of Transportation

Section B: Identify Road Transportation Characteristics

- Understand Road Infrastructure
- Identify Road Vehicle and Trailer Types
- Consider Road Service Types
- Identify Road Market Structure and Operating/Service Characteristics
- Consider Road Issues and Challenges

Section C: Identify Rail Transportation Characteristics

- Understand Rail History and Infrastructure
- Identify Types of Operations
- Identify Rail Market Structure and Operating/Service Characteristics
- Consider Rail Issues and Challenges

Section D: Identify Air Transport Characteristics

- Understand Air Infrastructure, and Types of Carriers/Containers, and Freight Classifications
- Identify Air Market Structure and Sales Strategy
- Identify Air Operating/Service Characteristics
- Consider Air Issues and Challenges

Section E: Identify Water (Ocean and Inland Waterway) Transportation Characteristics

- Understand Water Transport Infrastructure and Service Types
- Identify Types of Carriers and Water Vessel Types
- Identify Water Market Structure and Operating/Service Characteristics
- Consider Water Issues and Challenges

Section F: Identify Multimodal, Multi-Stop, and Characteristics of Other Modes

- Understand Multimodal, Multi-Stop, and Container Shipping
- Identify Parcel, Courier, and Express Services Characteristics
- Identify Pipeline Transportation Characteristics

Section G: Implement Transportation Management

- Develop and Execute Transportation Management, Network Design, and Mode Selection
- Facilitate Carrier Negotiations and Selection
- Optimize the Fleet Management Process
- Understand Rate Structures

Section H: Conduct Transportation Administration

- Prepare and Use Transportation Documentation
- Track, Trace, Consolidate, and Optimize Shipments Using Interfaces and Exception Management
- Manage Routing, Freight Pay and Audit, and Transportation Costs

→ *7. Global Logistics*

Section A: Characterize the International Environment and Global Infrastructure

- Understand Macroevironmental Factors Influencing International Logistics
- Understand Local Infrastructure Considerations
- Consider Global Logistics Performance Management Factors

Section B: Incorporate Regulations into Global Logistics Processes

- Understand International Trade Agreements, Trade Blocs, and FTZs
- Acknowledge International Transportation Regulations and Compliance
- Understand and Adhere to Transportation Safety Regulations

Section C: Facilitate Export/Import, Customs Clearing, and Documentation

- Consider Methods for Entering Global Markets
- Understand the Import/Export Process and Invoice Types
- Differentiate between Various Import Documents
- Differentiate between Various Export Documents
- Differentiate between Various International Transportation Documents
- Understand the Customs Clearance Process and Its Components

Section D: Understand Finance, Payment, Currency, and Tax Options/Implications

- Understand and Apply Terms of Sale and Methods of Payment
- Consider Currency Implications

→ *8. Sustainability, Reverse Logistics, and Risk Management*

Section A: Apply Sustainability Principles

- Consider Elements of Sustainability and Logistics Social Responsibility
- Support Sustainability in the Supply Chain

Section B: Incorporate Reverse Logistics

- Facilitate Reverse Logistics and Returns Handling
- Develop and Execute a Reverse Logistics Process
- Optimize Reverse Logistics

Section C: Incorporate Risk Management Principles

- Consider Strategic Risk Management
- Identify Types of Risk
- Identify and Implement a Risk Management Process and Strategies
- Identify and Use Security Measures for Mitigating Risk
- Transfer Risk Using Insurance
- Conduct Business Continuity Planning

→ *9. Logistics Framework, Metrics, Network Design, Transformation, and Improvement*

Section A: Design the Logistics Framework

- Synchronize Supply Chain and Organizational Design
- Recognize Logistics Relationships and Interdependencies

Section B: Coordinate Strategic Performance Management

- Manage Performance
- Set Key Performance Indicators (KPIs)
- Consider SCOR DS and Digital Capabilities Models
- Use Financial Performance Metrics and Benchmarking

Section C: Facilitate Facilities Planning and Network Design

- Design or Redesign a Logistics Network
- Evaluate Network and Transportation Requirements
- Evaluate Facility Requirements
- Make Facility Number, Type, and Location Decisions
- Understand Different Network Modeling Approaches
- Validate Network Design Performance

Section D: Coordinate Digital Transformation and Continuous Improvement

- Support Digital Transformation
- Explore Methodologies Requiring Digital Transformation
- Coordinate Continuous Improvement



Who the course is for

The certification has been designed for **directors, managers, supervisors, and staff members in the logistics field** to provide the broadest and most comprehensive body of knowledge available on the market, incorporating the best practices and reference standards for logistics, transportation, and distribution.

The concepts covered in the program are **applicable across all industries and geographies**. Professionals from companies operating in a wide range of sectors can benefit from this professional pathway (e.g. Automotive, Food & Beverage, Fashion, Pharma, Chemicals, Healthcare, Energy, Oil & Gas, Retail, Large-Scale Distribution, etc.).

The professional roles for which this certification is intended include:

- Logistics Manager and staff roles
- Logistics Engineer
- Logistician / Analyst
- Logistics Planner / Specialist
- Distribution Manager and staff roles
- Global Sourcing, Import/Export Manager
- Inventory & Logistics Manager
- Traffic Manager / Analyst
- Transportation / Fleet Manager
- Warehouse Operations Manager
- Warehousing & Distribution Manager



Requirements

A good knowledge of the English language is required to attend the course, as the training materials and the final exam are in English.

The course requires a **minimum number of 6 participants**.



Training path

The CLTD training is delivered in Live Webinar Flipped Class mode by certified instructor.

The Live Webinar Flipped Class is delivered in 13 sessions of 1.5 hours each, over a period of 5 months. This format is aimed at those who already have good experience in Logistics/Supply Chain and who want to systematize their knowledge with the international ASCM body of knowledge. Participants are required to do pre-reading before the session, to then go into depth with the instructor on some key concepts, depending on the needs of the class.

The course includes:

- A Live Webinar training phase
- An individual study phase with remote instructor support
- Exam simulation with discussion of results.



Instructors

Advance School instructors, **certified ASCM/APICS instructors**, are Senior Managers with **over 20 years** of experience in End-to-End Supply Chain and Operations Management within multinational and well-structured corporate environments. Their extensive industry experience enables them to share **real-world experiences** and **successful case studies** with participants in the classroom, enriching the learning experience, stimulating discussion, and accelerating professional growth.



Training locations

Switzerland: Live Webinar.
Italy: Milano, Bologna, Latina.



Exam and Certification

At the end of the course, the candidate may take the **final exam** in CBT (Computer-Based Testing) format at Pearson Vue test centers, coordinated by ASCM. The exam consists of a multiple-choice questionnaire with questions in English. After successfully passing the exam, ASCM will award the **CLTD certification – Certified in Logistics, Transportation and Distribution**.



Registration Fees

Fees are listed on the following websites:
Trainings in SWITZERLAND: www.advanceschool.ch
Trainings in ITALY: www.advanceschool.org



In-house trainings

In-House delivery mode is typically used when a client requests a **training course for a specific group of employees**. Advance delivers In-House courses either on-site or via Live Webinar throughout Switzerland and internationally through its team of instructors.

The In-House courses offered by the school can be either from the standard catalog or **customized according to the client's specific needs and objectives**. An experienced consultant from our team will conduct a detailed needs analysis and then develop a tailored training program.



How to register

To register please fill the **Enrolment Form**



COMPANY

ADVANCE is a leading training and consulting company with offices in Switzerland and Italy, collaborating with top Managers, Directors, and Management Consultants operating worldwide.

Advance is ASCM Premier ELITE Partner, delivering APICS-certified courses that set the global standard for supply chain excellence.

MISSION

To develop excellent skills in Operations Management and contribute to the success of its partners, both companies and professionals. To achieve this, ADVANCE relies exclusively on accredited training programs and instructors with proven teaching and professional experience.

ABOUT ASCM

The Association for Supply Chain Management (ASCM) is the world's leading provider of research, training, and certification for supply chain excellence and innovation. APICS certifications - CPIM, CSCP, CTSC, and CLTD - are recognized worldwide as the benchmark for industry best practices. With over 43,000 members and more than 300 international partners, ASCM is transforming how businesses operate, drive growth, and serve clients globally.



Advance
OPERATIONS MANAGEMENT SCHOOL

**Advance Operations
Management School GmbH**

Switzerland

**info@advanceschool.ch
advanceschool.ch**

Aeschengraben, 29
4051 Basel, Schweiz
Phone +41 61 2254332

Italy

**info@advanceschool.org
advanceschool.org**

Via Massimo D'Azeglio, 35
40123 Bologna
Tel. +39 051 19907026
Via Vincenzo Monti, 8
20123 Milano
Tel. +39 02 46712715