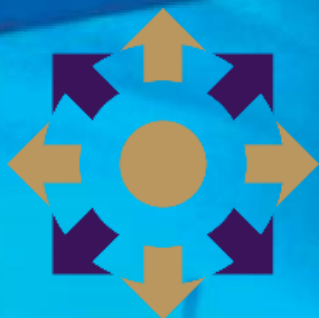


THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT SINGAPORE

# Certified Professional Logistician

(CPL)

professionalism



The Chartered  
Institute of Logistics  
and Transport

## About CPL

**The first of its kind in Asia, the Certified Professional Logistician (CPL) programme aims to become the definitive standard for measuring competency and professionalism within the profession of logistics and supply chain management in Singapore.**

An initiative under the IT Action Plan for the Logistics Industry launched in March 2000 by Mr Lim Swee Say, then Minister of State for Trade and Industry, and Communications and IT, the CPL programme is introduced to meet the increasing need for a critical mass of logistics professionals to support the new activities in a technologically advanced logistics environment. A joint effort by CILT Singapore, then IE Singapore and IDA, CPL is a professional qualification on logistics management with a dedicated focus on critical skills in managing the individual components of logistics and supply chain management.

## Certification Benefits

It is a benchmark of excellence that will be earned by selected logistics professionals in Singapore by pursuing this programme. This distinguished group of logisticians will benefit in the following ways:

- 1 Top management will readily identify you as a logistics professional with significant experience and knowledge to direct and administer logistics and supply chain management related decisions.
- 2 Opportunity to test your professional skills against a defined benchmark.
- 3 Valuable networking opportunities and professional recognition from peers and employers.

The CPL certification recognises the functional interrelationships within the professional responsibilities of logisticians regardless of their occupational roles. It recognises the professional stature and ethics of logisticians. Successful candidates will be awarded a specially designed certificate and be granted the designation of Certified Professional Logistician, which will be recognised by the industry and reputable universities.

## International Recognition

CPL represents the hallmark of logistics professionalism and is the first professional certification for logistics in Asia. The development of the CPL programme is recognised by CILT's 30 international affiliates under the global CILT network.

The CPL programme is governed by a Qualification Review Board (QRB), which comprises leading practitioners from the industry, government and academic institutions.

Upon satisfying the requirements of the Qualification Review Board and subject to the level of competency and responsibility, successful participants will be awarded the Certified Professional Logistician (CPL) title. CPL holders are entitled to use the post-nominal letters "CPL" in recognition of their professional competence.

## Government Support and Global Endorsement



This CPL programme is equivalent to the Chartered Financial Analyst (CFA) programme for the Financial sector. It will be used as ***the definitive standard for measuring competence and professionalism in logistics and supply chain management***. The CPL programme will also accord due recognition and accreditation to logistics and supply chain management professionals. I am also pleased to note that the CPL programme will include development of critical IT skills, necessary for the effective implementation of the IT Action Plan for the logistics industry.

**MR LIM SWEE SAY**  
Minister of State  
for Trade & Industry  
and Communications & IT (2000)

I am delighted that the CILT in Singapore has taken the initiative to launch the Certified Professional Logistician programme. The International Council is proud to endorse this initiative with its objective of contributing to professionalism in logistics management. I believe the CPL certification together with the high standards of professionalism will increasingly be recognised internationally in the logistics/transport industry. **I strongly recommend this programme to all those who can benefit from the opportunity to obtain professional qualifications in the fast-growing area of supply chain management.**

**PROF TONY RIDLEY**  
Past President  
CILT International

Today's supply chain management is comprehensive and demanding, particularly with the advent of e-commerce. Many companies in international trade suffer from inefficiencies and lack of proper visibility in the supply chain and thereby resulting in unnecessary expenses and lost sales. Customers therefore look for factory floor to consumer visibility and for the companies who can provide that fulfilment on a time-definite basis. **The CPL programme will help to train the professionals that companies need to make the most of the opportunities in this area.** At the same time, by increasing the skills of those involved in managing the individual components in logistics and, by association, IT, these will contribute to making Singapore the home of a world class and important knowledge-based industry.

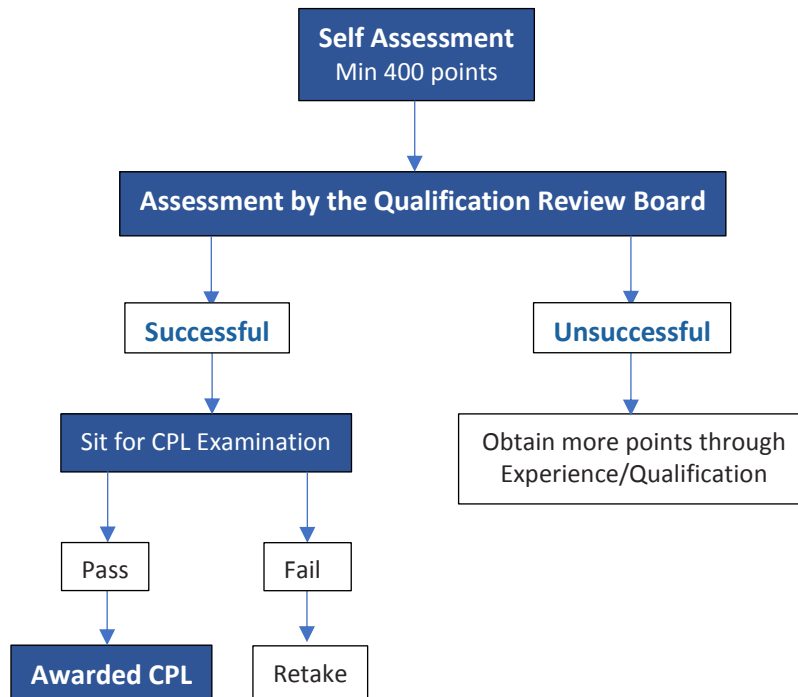
**PROF C. JOHN LANGLEY JR.**  
Professor of Supply Chain Management  
Director Supply Chain Executive Programmes  
Georgia Institute of Technology  
Atlanta, Georgia, USA

## How to Qualify?

To qualify as a CPL candidate, you must have relevant working experience in the logistics/supply chain management industry and obtain a total of at least 400 certification points from the following criteria:

	Criteria	Points Award
1	<b>Logistics/Supply Chain Management Experience</b>	1 - 2 years 20 points per yr 3 - 5 years 25 points per yr Above 5 years 30 points per yr <i>(Subject to maximum of 250 points)</i>
2	<b>General Management Experience</b>	2 years 40 points 3 years 60 points 4 years 80 points 5 years 100 points Above 5 years 150 points
3	<b>Formal Education</b>	Diploma 50 points Bachelor degree 100 points Master's degree 150 points Ph.D 200 points
4	<b>Executive Programmes</b> <i>(College/University courses in the area of business, IT, transportation or logistics)</i>	25 points per course subject to maximum of 100 points
5	<b>Professional Membership</b> <i>(eg CMILT, SIPMM, SIMM, SOLE, ILT)</i>	1 year 10 points 2 years 20 points 3 years 30 points 4 years 40 points 5 years or more 50 points <i>(CMILT x 2, subject to maximum of 100 points)</i>
6	<b>Continuing Education Programme during the past three years</b>	Annual education or management conference 25 points CILT educational programme or conference 45 points CILT social talk or one-day seminar 10 points <i>(Subject to maximum of 100 points)</i>
7	<b>Leadership</b>	15 points for each non-company logistics-related committee, board, or subcommittee on which you actively participate subject to maximum of 60 points
8	<b>Non-company Logistics-related Industry Participation and Contributions</b>	Logistics-related speaking engagement 15 points Logistics-related published work 15 points <i>(Subject to maximum of 60 points)</i>
9	<b>Logistics Recognition</b>	25 points for each non-company logistics-related recognition award received subject to maximum of 100 points.

## Process of Certification



## How to Apply?

### Submission of documents

Candidates are required to submit the following documents to the QRB:

- a **CPL1** Application Form
- b **CPL2** Self-Assessment Form
- c Educational Certificates
- d Professional Membership Certificates
- e Any other supporting documents

An administrative fee of \$20 is payable for the submission of the application form to QRB for the assessment.

### Fees

Upon assessment by the QRB, successful candidates are required to pay the following fees :

- a **Registration Fee** \$500 (CILT member)  
\$700 (non-CILT member)
- b **Certification Fee** \$500 (CILT member)  
\$700 (non-CILT member)

## CPL Examination

Candidates need to pass a certification examination to test their broad knowledge of the entire supply chain spectrum and the ability to leverage on critical skills in supply chain management.

THE EXAMINATION consists of 100 multiple-choice questions covering areas which include the following :

- Supply Chain Management
- IT and E-Commerce in Logistics
- Service Operations Management
- Business Logistics Management

## Validity Period

Certified professionals are required to be re-certified every three years. For the purpose of monitoring the continual professional development, all certified professionals are required to maintain a logbook with records of projects they have undertaken and endorsed by their employers. These records will form the basis for the renewal of the certification. As a supplement for the undertaking of projects, certified professionals may show evidence of their continual development through participation in training programmes accepted by the QRB for this purpose.

## Who to Contact

For further information on the Certified Professional Logistician Programme, please contact :

Secretariat  
The Chartered Institute of Logistics and Transport Singapore  
5 Jalan Kilang Barat  
#06-03 Petro Centre  
Singapore 159349  
Email: [secretariat@cilt.org.sg](mailto:secretariat@cilt.org.sg)  
Website: [www.cilt.org.sg](http://www.cilt.org.sg)

## Companies with CPL Holders







# CPL1 Examination Application

## PART 1 APPLICANT INFORMATION

Name Mr/ Ms/ Mdm/ Dr <i>(Please underline surname)</i>		Gender Male/ Female
NRIC /Passport No.	Nationality	Date of Birth
Postal Address		S ( )
Contact Nos. (O)	(H)	(Fax)
(HP/Pager)	Email Address	

## PART 2 PRESENT EMPLOYMENT

Designation/ Position	Organisation
Job Responsibilities	
Organisation Address	
S ( )	

## PART 3 EDUCATIONAL HISTORY *(State full name of Institution)*

Qualification Received	Major Subject	Year of Completion	Institution

## PART 4 PROFESSIONAL MEMBERSHIPS

CILT Members <i>Please furnish</i> Membership No.	Grade
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*Other professional membership information*

Professional Body	Membership Grade	Year Joined

## PART 5 EMPLOYMENT HISTORY *(Years of professional practice in Logistics/ Supply Chain Management industry)*

Year		Job Title	Organisation	Responsibilities
From	To			

# CERTIFIED PROFESSIONAL LOGISTICIAN / CPL1

## PART 6 PROFESSIONAL CONTRIBUTION *(Please furnish information on your professional contribution and attach copy eg. thesis, journal articles)*

Description of Contribution	Date completed

## PART 7 PARTICULARS OF REFEREE

### First Referee *(Current Employer Please attach letter of recommendation)*

Name	Mr/ Ms/ Mdm/ Dr	Gender	Male/ Female
	<i>(Please underline surname)</i>		
Title / Position	Organisation		
Organisation Address			
		S (	)
Contact Nos.	(O)	(H)	(Fax) (HP/Pager)

### Second Referee

Name	Mr/ Ms/ Mdm/ Dr	Gender	Male/ Female
	<i>(Please underline surname)</i>		
Title / Position	Organisation		
Organisation Address			
		S (	)
Contact Nos.	(O)	(H)	(Fax) (HP/Pager)

## PART 8 FEES *(Enclosed is my crossed cheque made payable to the CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT)*

Bank	Cheque No.	Amount

## PART 9 CERTIFICATION PREPARATION

*Upon successful completion of the CPL programme, I wish my name to appear on the certificate as follows:*

## PART 10 CHECKLIST

- 1 Have you completed Forms CPL1, CPL2?
- 2 Have you attached 2 sets of all the following documents?
  - CPL1, CPL2 (including supporting documents)
  - Educational Certificates
  - Professional Membership Certificate
- 3 Have you attached the correct fees together with your application?

## PART 11 DECLARATION

I certify that I have read and understood the instructions, and the information supplied is correct to the best of my knowledge. I understand that any false statement herein is ground for rejection of this application and for revocation of the certificate, if granted. I also understand that information submitted may be disclosed whether partial or in whole, to the relevant parties for assessment.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

# CPL2 Self-Assessment Report

Name of Applicant

NRIC/Passport No.

Name of Organisation

Candidates are required to complete the following form on each of the 9 criteria for CPL qualification. To guide the candidates on doing the self-assessment, a scoring system for each of the criteria is attached. Relevant supporting documents should also be submitted together with this form.

FOR OFFICE USE ONLY Ref No						
S/N	Criteria	Self Appraisal	CILT Board's Appraisal	QRB's Appraisal	QRB's Comments	Results
1	Logistics/Supply Chain Management Experience					
2	General Management Experience					
3	Formal Education					
4	Executive Programmes <i>(College/University courses in areas of business, IT, transportation and logistics)</i>					
5	Professional Membership <i>(eg. CMILT, SIPMM, SIMM, SOLE, ILT)</i>					
6	Continuing Education Programmes during the past 3 years					
7	Leadership					
8	Non-company Logistics-related Industry Participation and Contributions					
9	Logistics Recognition					
10	<b>TOTAL SCORE</b>					

Signature of Candidate

Date

## FOR OFFICIAL USE ONLY

Recommendation Accepted / Rejected		
Reasons for Recommendation		
Name of QRB Chairman	Signature of QRB Chairman	Date