



General Sir John Kotelawala
Defence University

FACULTY OF GRADUATE STUDIES



General Sir John Kotelawala
Defence University



P.O. Box 32, Ratmalana, Sri Lanka | www.kdu.ac.lk

STUDENT'S HANDBOOK

MASTER OF BUSINESS ADMINISTRATION IN
LOGISTICS MANAGEMENT

FACULTY OF GRADUATE STUDIES

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**MASTER OF BUSINESS ADMINISTRATION IN
LOGISTICS MANAGEMENT**



General Sir John Kotelawala Defence University





Key Appointments

- a. Chancellor
General SHS Kottegoda (Retired) WWV, RWP, RSP, VSV, USP
- b. Vice Chancellor
Rear Admiral HGU Dammika Kumara VSV USP psc MMaritimePol, BSc(DS)
- c. Deputy Vice Chancellor (Defence & Administration)
Brigadier DCA Wickramasinghe USP USACGSC
- d. Deputy Vice Chancellor (Academic)
Prof. KAS Dhammika
PhD (Northern University of Malaysia), M.Com (Kelaniya), PGD in Business Statistics (USJP),
B.B.Mgt.(HR) (Kelaniya)
- e. Dean, Faculty of Graduate Studies
Prof. CL Goonasekara
Post-doctoral (Canada), PhD (Canada), BSc (Colombo)
- f. Registrar (Acting)
Ms SDKC Sandanayake
MBA in HRM (UoC), BSc (Hons) Applied Sciences (SUSL), Dep NIBM

“Education is the passport
to the future, for tomorrow belongs
to those who prepare for it today.”



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Master of Business Administration in Logistics Management

Introduction

Master of Business Administration in Logistics Management Programme of the FGS provides an opportunity for participants to obtain a wider spectrum of knowledge, skills, competence, and attitudes, relevant and necessary to an individual's practice in Business Administration in Logistics Management.

The programme is designed by a panel of senior academics and professionals from reputed universities institutions in Sri Lanka in accordance with the Sri Lankan Qualification Framework (SLQF), published by the Ministry of Higher Education and it is equivalent to Sri Lanka Qualification Level 10. It ensures a high academic standard to facilitate participants to complete MBA in Logistics Management in two years even whilst being employed. Lectures are held in every other weekend at KDU and the rest of the learning is through assignments / independent learning carried out at participants' own convenience. The medium of instruction is English and all lectures are webcast through the m-Learning platform of KDU.

Objectives

The main objective of the programme is to enhance and develop the knowledge of officers in the Tri Services, Police and also Executives of Public and Private sector and professionals and practitioners in respective discipline on logistics management and to be competent in civil and military logistics applications.

Intended Learning Outcomes

- a. Ability to measure the ways in which logistics processes contribute to meeting the financial goals of businesses;
- b. Ability to apply the applications of information technology in logistics management;

- c. Ability to evaluate different planning models in supply chain management to tackle real life logistics management problems;

Eligibility Criteria

Eligibility criteria for MBA in Logistics Management Programme is as follows:

- a. He/She is a Commissioned Officer / Gazetted Police Officer / Public and Private Sector Executive Officer having a Bachelors' Degree with 1st Class from recognized university with minimum of one (01) year of service/work experience or
- b. He/She is a Commissioned Officer / Gazetted Police Officer / Public and Private Sector Executive Officer having a Bachelors' Degree with 2nd Class from recognized university with minimum of two (02) years of service/work experience or
- c. He/She is a Commissioned Officer in the rank of Captain/Lieutenant / Flight Lieutenant and above or Gazetted Police Officer or Public and Private Sector Executive Officer with a Bachelors' Degree from a recognized university with minimum of three (03) years of service/work experience or
- d. He/She is a Commissioned Officer in the rank of Captain/ Lieutenant Flight Lieutenant and above or Gazetted Police Officer or Public and Private sector Executive Officer with minimum of seven (07) years of service/work experience.

Programme Structure

Candidates are required to earn 60 credits including the credits allocated to the dissertation in two years to obtain the MBA in Logistics Management or complete the



academic requirements including a project report of the first year to obtain the Postgraduate Diploma in Logistics Management. Any violation of rules and regulations stipulated by KDU on conduct and discipline will lead to cancellation of studentship.

The duration of the MBA in Logistics Management Degree Programme is four semesters (two academic years) and classes are conducted on every other weekend other than public holidays from 0830 hrs to 1730 hrs.

Continuous Assessments

Instructions for Submission of Continuous Assessments

- a. FGS expects the highest professional, academic and scholarly standards in student assignments. Therefore, haphazard, incomplete or hurried assignments will not qualify for marking.
- b. Marks obtained for assignments will be added to the examination marks; FGS expects the students to work hard, consider these assignments seriously and concentrate on them. Assignments are potentially powerful learning resources for communication
- c. Assignments call for a significant degree of knowledge, analysis and critique. Therefore, the students must prepare in advance for their assignments thoroughly and well. Assignments should not be completed in a rush
- d. Students must try out different drafts and work hard on them.
- e. There are no extensions on assignment submission dates. Students are responsible for submitting their assignments on due date.

Do's

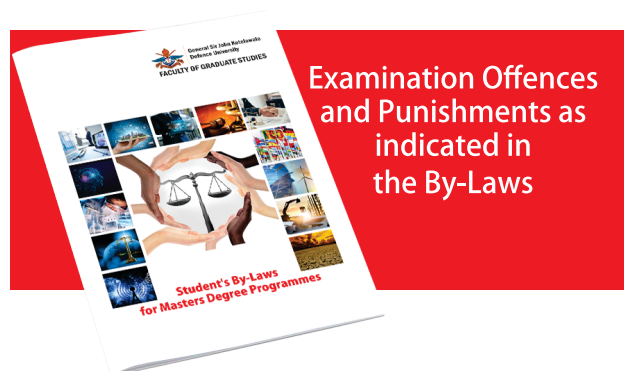


- a. Always enclose every single assignment in a separate folder.
- b. Fill in the following details on the first page of the folder.
 - ▶ Registration Number
 - ▶ Name
 - ▶ Course Code and Title
 - ▶ Semester
 - ▶ Name of the Resource Person
- c. Always submit your assignment to the Staff at the Faculty of Graduate Studies.
- d. Always submit your assignment on or before the last date of submission.
- e. You may have your assignment handed over by someone else on your behalf.

Don'ts



- a. Never hand over any assignment to unauthorized staff members at KDU personally known or unknown to you.
- b. Never mail assignments, unless specified.
- c. Never use one folder for more than one assignment.



Master of Business Administration in Logistics Management

Specifications for Assignments

- a. Students must always use only A4 size paper to compliance their assignments.
- b. Leave a 1" Margin on all four sides.
- c. Students must type or word process their assignment answers. If a student is unable to do so, he / she must write the answer very neatly and legibly. Assignments with illegible handwriting will not be marked.
- d. We recommend the 11/2" line spacing formats.
- e. Students must be creative in approaching and answering questions.
- f. If a student uses another author's idea, he / she must cite that author / publication with references.





Specimen of Assignment Cover Page

SUPPLY CHAIN MANAGEMENT

MLM 110103

TOPIC OF THE ASSIGNMENT

NAME OF THE STUDENT

REGISTRATION NO: KDU/.....

LECTURER:

NAME OF THE DEGREE

PROGRAMME NO.... – YEAR – SEMESTER

Master of Business Administration in Logistics Management

Declaration Form

1. I declare that this assignment is my own work.
2. I have acknowledged ideas of other authors (if any) following the standard acknowledgement practice.
3. I am aware of the consequences of cheating and malpractice.
4. I am willing to answer any query raised by any Academic Staff Member in relation to this report at any time during the course.
5. I understand that the decision relating to mark on this report is purely based on my performance and that it is first and final.

Date:

Signature

Name

Specimen Letter for handing over Assignments

(Address)

(Your Ref) _____

DEAN
FGS
KDU

SUBMISSION OF _____ (Subject Name)

1. Assignment of _____ (Module) or
(Research) is forwarded herewith for (making / approval) please.

(Signature)

(Name in upper case)

(Rank)

(Registration No)



Course Syllabus

The programme contains 17 compulsory subject modules and a dissertation on guided research. If a candidate intends to complete the MBA in Logistics Management programme, he/she is required to complete all 17 compulsory subject modules and the research component.

MBA in Logistics Management Programme – Summary of the Course Delivery Plan

MBA in Logistics Management Programme		
Code	Subject	Credits
Year 1 – Semester 1		
MLM 110103	Supply Chain Management	3
MLM 110203	Business Statistics	3
MLM 110303	Marketing Management	3
MLM 110403	Financial Decisions Making for Logistics Management	3
Total Credits		12
Year 1 – Semester 2		
MLM 121103	Transportation Management	3
MLM 121203	Procurement Management	3
MLM 121303	Managerial Economics	3
MLM 121403	Research Methodology	3
Total Credits		12
Year 2 – Semester 1		
MLM 212102	Legal Aspects of Logistics	2
MLM 212302	Ports and Shipping Management	2
MLM 212403	Inventory & Warehouse Management	3
MLM 212502	Human Resource Management	2
MLM 212603	Operations Research	3
Total Credits		12
Year 2 – Semester 2		
MLM 223102	International Trade Documentation & Procedures	2
MLM 223202	Green Logistics	2
MLM 223402	Enterprise Resource Planning	2
MLM 223503	Strategic Supply Chain Management	3
MLM 223915	Dissertation	15
Total Credits		24
TOTAL CREDITS OF THE PROGRAMME		60

Master of Business Administration in Logistics Management

Lecturer Panel

Prof Aruna S Gamage

PhD in Human Resource Development (Japan), MSc Management (Sri Jayewardenepura), BSc Management (First Class) (Sri Jayewardenepura)

Prof Amila Jayarathna

PhD (UK), MSc in Management (Sri Jayewardenepura), BSc Mkt Mgt (Special) (Sri Jayewardenepura), M. in Policy Stud. (Tokyo)

Dr (Mrs) Namali Sirisoma

PhD (Moratuwa), BSc Eg. Hons (Moratuwa) C. Eng, CMILT, MITE (US), MIE (Sri Lanka)

Dr UG Rajapakshe

PhD in Economics (Kelaniya), MBA (OUSL), BCom (Special) (Sri Jayewardenepura), AMA (ICMA)

Dr Sampath Punchihewa

PhD in Law (Germany), LLM in IP and Competition Law (MIPLC) (Germany), LLB (Hons) (Colombo)

Dr Hemantha Premarathne

PhD (Japan), MA (Japan), BA (Hons) (Peradeniya)

Dr (Mrs) Chaturani Rathanayaka

PhD (Leicester), MBA (Sri Jayewardenepura), BBus (Victoria)

Dr Lakshika Liyanage

PhD (UK), MA (UK), BA (Hons) (Peradeniya), Diploma in Psychology and Counselling

Dr Wasantha Premarathne

PhD (SCM) (KDU), MPhil (Econ) (Kelaniya), MA (Econ) (Peradeniya), BA (Econ) (Rajarata), MILT

Prof Dinesh Samarasinghe

PhD (Colombo), MBA (Colombo), BSc (Sri Jayewardenepura)

Mr Ramesh Rajasooriya

MSc IM (Sri Jayewardenepura), BSc (Maths) (Colombo)

Mr Upul Jayathissa

MSc (Port Mgt) (Sweedon), Dip in Marketing (UK), BSc (sp) Business Administration (Sri Jayewardenepura)

Ms Piumi Lankeshwara

MSc in Business Statistics (Moratuwa), BA (Hons) (Statistics) (Sabaragamuwa)

Mr Bandujeewa Samaranayake

MSc (IT) (Moratuwa), MBA (Sri Jayewardenepura), BSc (Kelaniya)

Ms Gayani De Alwis

MBA (Sri Jayewardenepura), MSc (UK), CSCM, FISMM, CMILT

Mr IG Perera

MBA (Australia), MSc in Supply Chain Mgt (Malaysia), MSc in Project Management (Malaysia), BA (Kelaniya)

Mr Chinthaka Dharmasena

MBA (Sri Jayewardenepura), BSc in Engineering (Moratuwa)

Mr HM Ajith Chandra

MBA (Sri Jayewardenepura), PGD in Management (Sri Jayewardenepura), BCom (Sri Jayewardenepura)

Note: Lecturer panel subject to change as per the University requirements.



Lecturer Room



Computer Lab

“Intelligence plus character-
that is the goal of true education.”

Reference Reading

Subject	Recommended Readings
Supply Chain Management	<p>S.K. Bhattacharry (2008) 'Logistics Management' 2nd Ed., S. Chand and Company Ltd., New Delhi (SK)</p> <p>David J. Bloomberg, Stephen Lemay and Joe B. Hanna (2003) 'Logistics' Prentice Hall of India Pvt. Ltd., New Delhi (DB)</p> <p>Sunil Chopra, Peter Meindl and D.V. Kalra (2009) 'Supply Chain Management' 6th Ed., Prentice Hall of India Pvt. Ltd., New Delhi (SC)</p> <p>Jay Heizer, Barry Render and Jagadeesh Rajashekhar (2011) 'Operations Management' 9th Ed., Prentice Hall of India Pvt. Ltd., New Delhi (JB)</p>
Business Statistics	<p>Business Statistics-A First Course (5th Ed.) , David M Levine, Timothy C Krehbiel, Mark L Berenson and P. K. Viswanathan, Pearson Education (2011)</p>
Marketing Management	<p>Kotler, P. and Armstrong, G., Principles of Marketing (2012), Prentice-Hall.</p> <p>Grewal, D., Levy, M., Mathews, S., Harrigan, P., & Bucic, T. (2014). Marketing. Sydney, N.S.W.: McGraw-Hill.</p> <p>Louis E Boone and David L Kurtz, (2004), Contemporary Marketing 11th Edition, Thomson South Western publishers, Newyork.</p>
Financial Decisions Making for Logistics Management	<p>Hema Wijewardana (2014), 2nd Edition, Financial Accounting In Sri Lanka, Sarasavi Publishers, Sri Lanka</p> <p>Frankwood and Alan Sagaster (1999), Business Accounting 1, Pearson Education Ltd, England</p> <p>Tony Davies, Ian Crawford (2014), Financial Accounting, Pearson Education, England</p> <p>Maheshwari, S. N. Financial Accounting (2001), Vikas Publication, New Delhi.</p> <p>Pillai, R.S.N. and Bagavathi, Uma S. Practical Accounting Vol. 1(2006), S. Chand & Sons, New Delhi.</p> <p>Managerial Accounting First Edition, 2009, John Wiley & Sons, Inc., by R. Balakrishanan, K. Sivaramakrishnan and G. Sprinkle. ISBN: 978-0-471-46785-4</p> <p>Anthony Atkinson, Rajiv Banker, Robert Kaplan, & Mark Young Managerial Accounting (5th Ed.)Pearson-Prentice Hall, New Jersey, 2007</p> <p>Panday I M, Financial Management,(2010) 10th edition, Vikas</p> <p>Parrino, R. Kidwell,D. (2009), Fundamentals of Corporate Finance, Wiley.</p> <p>Prasanna Chandra, Fundamentals of Financial Management, (2003), 3rd edition, New Delhi.</p> <p>Ross, Westerfield. Jordan, Essentials of Corporate Finance, 3rd edition,</p>



Reference Reading

Subject	Recommended Readings
Transportation Management	<p>Chakroborty, P., Das, A. (2003). Principles of Transportation Engineering. Prentice Hall of India.</p> <p>Jotin Khisty, C., Kent Lall, B., (2006), Transportation Engineering- An Introduction 3rd edition, Prentice Hall of India</p> <p>Container terminals and automated transport systems, Hans Otto Günther, Kap Hwan Kim, 2005</p> <p>Urban Transportation Systems – Choices for communities by Sigurd Grava , ISBN-13: 978-0071384179</p> <p>Public transport: its planning, management, and operation, Peter White, 4th Edition</p>
Procurement Management	<p>Baily Peter., Farmer, David., Crocker, Barry., Jessop, David., Jones, David. (2014). Procurement Principles and Management. (10th Edition). Pearson (ISBN 978-81-317-2812-3)</p> <p>Robert M. Monczka., Robert B. Handfield., Larry C. Giunipero., James L. Patterson. (2013) Purchasing and Supply Chain Management. (5th Edition). South-Western College/West.</p>
Managerial Economics	<p>Michael Baye and Jeff Prince (2013) 'Managerial Economics & Business Strategy', 8 edition, McGraw-Hill Higher Education</p>
Research Methodology	<p>Creswell, John W. (2009). Research design: Qualitative, quantitative and mixed methods approaches. 3rd Ed., Sage Publications Inc. Thousand Oaks, California. ISBN 978-1-4129-6557-6</p> <p>Alan Bryman & Emma Bell. (2015). Business Research Methods, 4th Ed., Oxford University Press</p> <p>Donald R. Cooper & Pamela S. Schindler (2013) Business Research Methods, 12th Ed., McGraw-Hill Education</p>
Legal Aspects of Logistics Management	<p>Longdin, Lan, (2009), Legal Aspects of Purchasing and Supply Chain Management (ISN:1903499518)</p> <p>Weerasoriya, W. (2015), Business Law.</p> <p>Clheshire, Fifoot and Furmston's Law of Contract</p> <p>Keenan and Riches Business Law, 11th Edition, Pearson 2013</p>

Reference Reading

Subject	Recommended Readings
Port and Shipping Management	<p>Port Management and Operations – Author: Patrick Alderton</p> <p>UNCTAD monographs on Port Management & Operations unctad.org/Port Management Monograph</p> <p>Container Terminal Development and Management: The Srilankan Experience (1980-2002)</p> <p>A series of monograph, prepared UNCTAD in collaboration with the International UNCTAD Monographs on Fort Management represents the results of this.</p> <p>UNCTAD Monographs on Port Management. A series of monographs prepared for UNCTAD in collaboration, with the international Association of Ports and... unctad.org/en/Docs/ships49418_en.</p>
Human Resources Management	<p>Gary Dessler. Eleventh Edition Human Resource Management, Prentice Hall of India Opatha, H.H.D.N.P. (2009). Human Resource Management : Personnel, Department of HRM, University of Sri Jayewardenepura, Sri Lanka</p> <p>Armstrong, M (1998), A Hand book of Personnel Management/ HR Practices London Page Lt Schular, R.S and Youngblood, S.A. (1986), Effective Personnel Management, New York: West publishing Company</p> <p>Werther, B. W. and Davis, K. (1994), Human Resources and Personnel Management, New York:) McGraw - Hill Book Company</p>
Inventory & Warehouse Management	<p>Gwynne Richards (2014) Warehouse Management: A Complete Guide to Improving Efficiency and Minimizing Costs in the Modern Warehouse, 2nd Ed., Kogan Page</p> <p>Max Muller (2011) Essentials of Inventory Management, 2nd Ed., AMACOM</p>
Operations Research	<p>Hamdy, A. Operation Research: Introduction,(2004) 7th edition, University of Arkansas, Prentice Hall of India.</p> <p>Denham H, Wager, M. Principles of Operations Research ,2nd edition. Practice and of India Pvt Ltd - new Delhi.</p> <p>Gupta, PK and Hira, DS, Introduction to Operations Research (2009), 14th edition. S.Chand Ltd-New Delhi</p>
International Trade Documentation & Procedures	<p>M. I. Mahajan (2015) Export Policy, Procedures and Documentation. Snowwhite</p> <p>Jain Khushpat S. (2010) Export-Import Procedures And Documentation, Himalaya Publishing House</p> <p>Pierre A. David & Richard D. Stewart (2006) International Logistics: The management of International Trade Operations. 2nd Ed., Atomic Dog</p>



Reference Reading

Subject	Recommended Readings
Green Logistics	<p>McKinnon, A., Cullinane, S., Browne, M. & Whiteing, A. (2010) Green Logistics: Improving the environmental sustainability of logistics. London: Kogan Page.</p> <p>Wang, H. F. & Gupta, S. (2011) Green Supply Chain Management: Product Life Cycle Approach. New York: McGraw Hill Professional</p>
Enterprise Resource Planning	<p>Leon, Alexis, ERP Demystified, Tata McGraw Hill Educations Private Ltd</p> <p>Leon, Alexis, Enterprise Resource Planning, Tata McGraw Hill Education Private Limited</p> <p>Rajesh, Ray, Enterprise Resource Planning (Trends & Cases), Tata McGraw Hill Education Private Limited</p> <p>Asim, R. S., Enterprise resource Planning, Cengage Learning India Pvt. Limited</p> <p>Bret Wagner, Ellen Monk, Enterprise resource PlanningEllen Monk, Bret Wagner, Concepts in Enterprise Resource Planning</p> <p>VinodKumarvenkitakrishnan, N. K. Garg, Enterprise Resource Planning: Concepts and Practice</p>
Strategic Supply Chain Management	<p>Sunil Chopra, Peter Meindl and D.V. Kalra (2009) 'Supply Chain Management' 6th Ed., Prentice Hall of India Pvt. Ltd., New Delhi</p> <p>Stock, J. R. and M. Lambert (2001). Startegic Logistics Management (4th Ed.) McGraw-Hill.</p>



Master of Business Administration in Logistics Management

Course Fee Structure

Item	Amount	
	Military/Police/MOD	Civil
Tuition Fee	Rs. 350,000.00	Rs. 350,000.00
Registration Fee - 3 Years (Initial Registration)	Rs. 4,000.00	Rs. 5,000.00
Library Fees	Rs. 2,000.00	Rs. 2,000.00
Refundable Library Deposit	Rs. 10,000.00	Rs. 10,000.00
Refundable Mess Deposit	Rs. 2,000.00	Rs. 2,000.00
Study Pack	Rs. 2,500.00	Rs. 2,500.00
Total	Rs. 370,500.00	Rs. 371,500.00

Registration Renewal Fee

1 st Year after initial registration	- Rs. 12,500/=
2 nd Year after initial registration period	- Rs. 25,000/=
Continuation to another additional year under any circumstances	- Rs. 100,000/=

Repeat Examination Fee

For entire semester	- Rs. 2,500/=
For one subject	- Rs. 1,000/=
Repeat Thesis Defence	
Viva-Voce Fee	- Rs. 11,500/=

Selected candidates may opt to pay programme fee in two equal instalments, first of which should be paid at the time of registration (for the 1st academic year), together with all other cost components.

2nd instalment – Before commencement 1st semester of the 2nd academic year.

Any candidate who has not settled the course fees by the beginning of the 1st semester of the 2nd academic year after the initial registration will not be allowed to proceed further.

NOTE

1. FGS will be compelled to not permit the students who are unable to pay the course fee to sit for semester examination.
2. Course fee and other payments mentioned in above subject to change as per the University Board of Management decision.



How to Apply

A person who wishes to be a candidate of the Master's Degree Programme shall make an application to the respective Service Commander / Inspector General of Police / Head of Department of the Institution / Organization who will submit these applications to the Dean, Faculty of Graduate Studies with their recommendations. All applicants will be required to pass an aptitude test conducted by KDU.

Contact Persons:

Programme Coordinator (Academic)

Dr (Mrs) Chathurani Rathnayaka

PhD (Leicester), MBA (Sri Jayewardenepura), BBus (Victoria)

Tel : 0764876650

Email : rmchathu@kdu.ac.lk

Programme Coordinator (Admin)

Major Asanka Rathnayake

MSc (DS)KDU

Tel : 0710219292

Email : rathnayakeraak@kdu.ac.lk

Annex A

E- Library Policy

1. Only visit approved Internet sites.
2. Never give out your personal information.
3. Inform the authority if you see something uncomfortable or inappropriate.
4. Never download irrelevant anything without permission.
5. Leave your workspace as you found it.
6. Print only if you have permission.
7. Never change any settings without permission.
8. Touch the mouse and keyboard gently.
9. Do not eat or drink near devices.

