

Info@JSIC

From: Workshop Trade Financing [training@aseanlogistics.com]
Sent: Tuesday, 9 February, 2010 10:41 AM
To: Undisclosed-Recipient;
Subject: Workshop Trade Financing

Malaysian Export Academy

Presents A Two Days Workshop on

Trade Financing

**Letter of Credit Operations, Incoterms, Trade Documents, Trade Financing Products,
 Bank Guarantees, and Facility Requirements**

8 & 9 March 2010, (Mon & Tues), 9.00 am to 5.00 pm, Eastin Hotel, Petaling Jaya, Selangor

Certificate of Attendance will be awarded for those who complete the course
 (100% SBL / HRDF Claimable)

PROVIDE PARTICIPANTS WITH**1. A comprehensive understanding of:**

- The operations of Letters of Credit
- The features of various trade financing products
- The differences between Conventional and Islamic trade financing concepts

2. An ability to gauge a customer's trade financing requirements.**WHO SHOULD ATTEND**

All Entrepreneurs, Managers and Marketing & Sales executives. All members of the staff handling trade functions directly or indirectly.

COURSE CONTENTS:**Introduction to International Trade**

A general introduction will be given on international trade, establishing and discussing:

- the parties involved, including their usual requirements, risks and precautions to take to avoid fraud
- the usual services offered by commercial banks to finance trade.
- the advantages of 'trade financing' facilities over an 'overdraft' facility.

International Commercial Terms (INCOTERMS)

The functions of the INCOTERMS are explained showing at which point delivery is made and the costs and risks involved to the buyer and to the seller at each stage of the transaction.

Methods of Payment

Differences between 'sight' and 'usance' payments are explained

Trade Documents

Explanations on the functions of the main trade documents, namely: Proforma Invoice / Commercial

Invoice / Insurance Policy / Delivery Order / Bill of Lading / Bill of Exchange and others, and the relevant ICC Rules applicable to each of them

Bank's role in settling payments.

The four methods of payment and the bank's role in settling international trade eg: Prepayment, Open Account,

Documentary Collection and Documentary Credits and 'sight' and 'usance' terms, are explained

Bills for 'collection'.

The 'collection' cycles are examined in detail

The duties and responsibilities of each of the parties to the 'collection'; the advantages and disadvantages in trading under 'collections' and the main rules in URC 522, governing 'collection' bills are highlighted and explained

Documentary Credits (DCs) or Letters of Credit (LCs)

Documentary Credits are defined and the various LC trade cycles are explained viz: Sight / Usance / Irrevocable / Confirmed / Transferable / Back to Back / Red Clause / Revolving & Standby LCs.

Various uses of LCs

- Special types of LCs used to fulfill specific requirements such as Standby, Revolving, Red Clause, Transferable and Back to Back are discussed.

Duties and responsibilities of the parties to an LC

- The duties and responsibilities of the various parties, and
- Values of LCs to both buyers and sellers are explained

MAIL AND SWIFT LCs

The features of 'Mail' and 'SWIFT' LCs are highlighted and explained.

How to apply for an LC

Briefing and exercise on the completion of an LC Application and the issuance of the LC, based on a sample of a 'pro-forma' invoice.

How LC may be "available" and the issuance of the LC is to test the participants' understanding of the basic features of an LC.

The procedures for the application, issuance and advising of the LC and the standard documents required shall be explained.

The reason/s for the requirements of the following standard clauses i.e.:

- Instructions to exporter
- Instructions to Negotiating Bank
- Instructions to Reimbursing Bank

A checklist for LC Applicants will be provided

Amendment to an LC

The implications in amending an LC are explained.

Some innovative uses of LCs

Some LC are being used for purposes other than importing goods and services - these are being examined and explained.

Import services / facilities

Shipping Guarantees

- Purpose and features of Shipping Guarantees
- Endorsement of Air Way Bills and 1/3 Bills of Lading
- Procedures in handling lost Bill of Lading

Inwards bills drawn under LCs

- Acceptance of discrepant documents
- How banks handle 'discrepant documents' / reject payment.

Full explanations on operations of **Bankers Acceptance (BAs)**

- Purpose and features of Bankers Acceptance
- Forms / applications used

Full explanations on operations of **Trust Receipts (TRs)**

- Purpose and features of Trust Receipts
- Forms / applications used

Export services / facilities

Export services

- Inward LCs received
- Checklist for Beneficiary
- Action by banks on Inward LCs received from other banks
- Why and when is it necessary to have inward LCs confirmed?

Export facilities

- Bills for Collection / Bills Purchased / Discounted / Negotiated

Handling discrepancies.

- Common discrepancies in export documents
- Handling discrepant export documents

Letter of Indemnity for negotiating discrepant export documents

Export Credit Refinancing (ECR)

Brief overview of ECR to finance pre and post exports

Bank Guarantees (BGs)

Features and uses of the following types of BG shall be explained:

- Tender Bonds,
- Performance Bonds,
- Sub – contract Bonds
- Advance Payment Bonds
- Security Bonds,
- Customs Bonds,
- Immigration Guarantees,
- Cash Cheque Guarantees, etc

Explanation on structuring or computing trade financing requirements.

Since the trade products and their operating cycles have been explained in detail, participants will now undergo a session in calculating the type / amount of facilities necessary to meet their customers' needs, namely:

- WHAT product/s is / are appropriate,
- HOW MUCH of each product is required, and
- For HOW LONG a particular product is required.

Also highlighted are the dangers of granting inappropriate amount/s

Exercise on structuring or computing trade financing requirements.

Participants will now have to demonstrate their understanding of the session by calculating the amount of facilities necessary to meet their customers' needs, based on a case.

TRAINER PROFILE

Noel Vong is our Senior Trainer and Senior Management Consultant. He has 40 years of banking experience with over 20 years in International Trade Finance. His experience in International Trade and Trade Finance includes the setting up of the Trade Bill Centers, customising Trade Finance manuals, developing Islamic Banking Trade Bill Products, centralizing trade processing activities, supervising marine and export-import operations, training staff and conducting Trade Seminars for public and bank customers.

He is a retired Manager of a local & a foreign bank and has worked in all major towns in Malaysia. He has also worked in Banks in The Philippines, Cambodia, Hong Kong and Vietnam.

Noel is an accomplished trainer cum consultant. Over the past 20 years, he has conducted many in-house and public Trade Finance courses in Malaysia and the Asean Region. For Islamic banking, he has rendered his expertise in developing and drafting Islamic Trade Finance products for commercial banks.

PARTICIPATION FEE

RM 980 per person per day (course)

(including morning & afternoon tea/coffee breaks, lunch, course materials and certificate of attendance)

REGISTRATION

Please fill in the enclosed registration form and fax it to 03-7880 2817

ORGANIZER :

Malaysian Export Academy Sdn Bhd
Suite 409, 2nd Floor, Block A, Glomac Business Centre
Jalan SS6/1, Kelana Jaya
Selangor

Contact Person : [Hj. Moh'd Ali Jinnah](#)

Tel: 03-7880 0413 | Fax: 03-7880 2817 / Email : jinnah0904@gmail.com / jinnahasif@gmail.com

Disclaimer: If this mail has been sent to you by mistake or if you prefer not to receive any future emails on Training Program from us, please reply this e-mail with "**REMOVE**" in the subject line. We apologize for any inconveniences caused. Thank you for your time.

Anti-SPAM Policy Disclaimer: Mail cannot be considered spam as long as we include contact information and a remove link for removal from this mailing list. If this e-mail is unsolicited, please accept our apologies. Further transmissions to you by the sender may be stopped at NO COST to you.