

JULY
15-16

DORSETT GRAND **SUBANG**

JULY
22-23

G HOTEL GURNEY **PENANG**

A 2-DAY COURSE ON

Managing Carriage of Goods and INCOTERMS *in Import & Export*

HIGHLIGHTS

- Module 1: Carriage of Goods by Air
- Module 2: Carriage of Goods by Sea
- Module 3: Trade and Transaction Terms (INCOTERMS)
- Module 4: Supplementary Documents in Carriage of Goods



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organizational needs.

INTRODUCTION

The carriage of goods by air and sea plays an important role and a vital link between the commercial and statutory sectors. These transportation modes and nodes bring forth tangible and intangible value stretching the boundaries from source to supply and from production to consumption. An in-depth understanding of the air and sea movement dynamics would ensure more competitiveness strength and customer fulfilment level. Hand in hand, more efficient and effective managing of INCOTERMS will add mileage.

AFTER ATTENDING THIS COURSE, YOU WILL RETURN TO YOUR JOB...

1. Understanding air and sea freight procedures and practices.
2. Learning the operations and documentation of air and sea movement.
3. Familiarizing the inward and outward cargo flow risks and costs.
4. Developing empowerment in the transaction and trade terms.

WHO SHOULD ATTEND

This course is specially designed in enhancing skills and broadening knowledge. A mandatory course for Executives and Managers in the shipping, logistics and distribution, planning, etc. Useful and beneficial to Executives and Managers from supply chain management, finance and cost management, customer and order management, supplier and purchasing management, sales and marketing management.

METHODOLOGY

A workshop based training style with lecturing and case study simulation. Group and individual assignments for reinforcement of learning points.

TRAINER'S PROFILE

MR. STEPHEN KUM (MBA, USA) is a fellow of The Institute of Freight Association, The Institute of Logistics & Transport, The Institute of Business Administration, Professional member of Global Logistics Supply Chain Alliance and former Vice Chairman of Persatuan Logistik Selangor.

He has more than 30 years of hands-on experience in the fields of international trade, global procurement, freight operation and logistics supply chain management. His consultancy expertise relates to INCOTERMS execution, trade documentation, suppliers development, shipping risks and logistics strategies.

Mr Stephen Kum was the Managing Director of a global logistics provider with network in UK, USA, Australia and Asia. Held various contractual senior positions as Country Manager of Esprit Shipping (HK), Sales Director with Karl Schroff Associates (US) and Area Manager with Port Cargo International (UK). Associated with Cambridge International College as their Training Consultant, Program Examiner with Durham Logistics College and Resident Consultant with TPL Global Chains Management.

He has been involved in corporate training and executive's development since 2002 for manufacturers (Proton, Petronas, etc), multinational companies (National Semiconductor, Revertex, etc), brand leaders (Goodyear Tyres, Mitsubishi, etc), academy of learning and development (OCBC Trade Academy, Boustead Naval Academy, etc).

Mr Stephen Kum embassy clientele includes trade divisions of Nigerian Embassy, Sudan Embassy and Royal Thai Embassy in Kuala Lumpur. He has developed shipping programs for Institute Technology Multimedia, logistics program for Sentral City Institute, freight management program for PSNB and Open University Malaysia. Post graduate courses in supply chain management for Camden University and export management for Metropolitan University organized from Kuala Lumpur.

DAY 1

0900 **MODULE 1: INTRODUCTION TO THE CARRIAGE OF GOODS BY AIR**

- Familiarizing the Warsaw Convention and Montreal Convention rules and regulations. Indemnification and Immunization clauses pre-printed on the Airway bill of all kinds.
- Documentation used in airfreight operations from the carrier, forwarder, shipper and consignee perspective. Their respective roles and responsibilities contracted.
- Types of aircrafts and airport facilities. Palletisation and containerization of various type of ULD, general cargo and commodity cargo. Airport terminal and warehouse functionality and supporting roles. Procedurals of cargo handling, packing, marking, labeling, loading and unloading. Cargo classification and rate computation in GCR, SCR, CCR. Carrier and agent charges. Determination of weight, surcharge and rebate. (M, N, Q break points, ULD and pivot charges)

1030 Morning Coffee

1045 cont. **MODULE 1: INTRODUCTION TO THE CARRIAGE OF GOODS BY AIR**

- Methods of freight payment allowed (PP, CC, COD, FHD). Construction of freight rates. Computation of valuation and carrier insurance charges.
- Principles of consolidation shipment in single or multiple movement. Procedures in cargo reservation and preparation of the MAWB (master airway bill) and HAWB (house airway bill)

1300 Lunch

1400 **MODULE 2: INTRODUCTION TO THE CARRIAGE OF GOODS BY SEA**

- Familiarizing the shipping conventions and COGSA (Carriage of Goods by Sea Act) and the implications of the Contract of Affreightment (COA). The Hague Visby Rules, Hamburg Rules and Rotterdam rules applicability.
- Documentation used in seafreight operations from the carrier, forwarder, shipper and consignee. Their respective roles and responsibilities contracted.
- Types of shipping services and operators. The implications of seaworthiness and cargo worthiness of ships and vessels. Various types of containers in used.
- Procedurals of cargo handling, packing, marking, labeling, loading and unloading. Types of containerization movement in FCL (full container load) and LCL (less than container load). The responsibilities of carrier, shipper, consignee and forwarder in FCL and LCL execution.

1530 Afternoon Tea

1545 cont. **MODULE 2: INTRODUCTION TO THE CARRIAGE OF GOODS BY SEA**

- The kinds of freight rates (CBR, FAK, CHR) and method of freight payment allowed. Definition and computation of rates under freight prepaid and freight collect arrangement.
- Cargo description and determination of chargeable weight versus actual weight. The difference between density and measurement weight in used. Principles of consolidation shipment in single or multiple movement. Procedures in booking of cargo space and preparation of the MBL (master bill of lading) and HBL (house bill of lading).

1700 End of Day 1

DAY 2

0900 **MODULE 3: INTRODUCTION TO TRADE AND TRANSACTION TERMS (INCOTERMS)**

- The rulings and provisions of ICC Incoterms to be contracted in domestic and international transaction.
- The 4 groupings of the E,F,C,D terms to be selected between the principal parties of seller and buyer.
- Defining the 11 Incoterms of EXW, FCA, FAS, FOB, CIF, CFR, CIP, CPT, DDP, DAP, DPU in 2020 provisions.
- Explaining the apportioning of risks and cost between seller and buyer and point of transfer conditions.

1030 Morning Coffee

1045 cont. **MODULE 3: INTRODUCTION TO TRADE AND TRANSACTION TERMS (INCOTERMS)**

- Understanding the 5 rulings of compliance in 2020 in comparison of 2010 and 2000 application.
- The critical issue governing the contract of sales and contract of carriage leading to argument and disputes.
- The application and implication factors of Incoterms in the stages of pre transaction, on transaction and post transaction.
- The challenges and constraints of freight and logistics in the execution stages of pre departure, in conveyance and on arrival.

1300 Lunch

1400 **MODULE 4: SUPPLEMENTARY DOCUMENTS IN CARRIAGE OF GOODS**

- Commercial documents of Purchase and Sales Order, Quotation and Invoice, Supply and Delivery Contract.
- Carriage documents of Freight Invoice, Delivery Order, Cargo Manifest, Mate Receipt, Forwarder's Bill.

1530 Afternoon Tea

1545 cont. **MODULE 4: SUPPLEMENTARY DOCUMENTS IN CARRIAGE OF GOODS**

- Statutory documents of Certificate Origin, Import Export Permits, Bank Letter of Indemnity, Inspection Certificate.
- Document Importance and Significance in the Departure, Conveyance and Arrival stage. Document Strength and Weakness impact on the terms of payment, sales, delivery and ownership.

1700 End of Course

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REGISTRATION FORM

Managing Carriage of Goods and INCOTERMS in Import & Export

PLEASE TICK WHERE APPLICABLE

July 15-16 SUBANG

July 22-23 PENANG

HRD CORP CLAIMABLE COURSE: TRAINING PROGRAMME NO: 10001415710

COMPANY NAME

COMPANY ADDRESS

NATURE OF BUSINESS

MEMBER OF HRD CORP? YES NO

COMPANY SIZE

1-29 30-69 70-99 100-149 150-199 200+

CONTACT PERSON

TEL MOBILE EMAIL

APPROVING MANAGER NAME

TEL MOBILE EMAIL

DELEGATE 1 FULL NAME

POSITION

TEL MOBILE EMAIL

DELEGATE 2 FULL NAME

POSITION

TEL MOBILE EMAIL

DELEGATE 3 FULL NAME

POSITION

TEL MOBILE EMAIL

DELEGATE 4 FULL NAME

POSITION

TEL MOBILE EMAIL

DELEGATE 5 FULL NAME

POSITION

TEL MOBILE EMAIL

COURSE FEES

The fee per person is RM1695.

The full fee is required with your registration. The fee includes luncheon, coffee / tea breaks, course manual, and certificate of completion.

2 persons registered are entitled to a 10% discount.

TERMS & CONDITIONS

1. Registration & Fees Policy.

Registration is confirmed once registration form is received via email. All Payments /Undertaking Letters / Local Order (LO) / Letter of Approval must be made available and presented prior to the course.

2. Cancellation Policy

Any cancellation must be received in writing within 7 working days prior to the course else full payment will be imposed. Any no-show by registered delegates will be liable for full payment of the course fees.

3. Disclaimer & Program Changes Policy

Trainmode Sdn Bhd reserves the right to amend or cancel the course due to circumstances beyond its control. We reserved the right to modify the advertised topics or course timing whenever necessary.

PAYMENT TRANSFER BANK DETAILS

Account name

**TRAINMODE
SDN BHD**

Account number

14100015214

Bank Name

**Hong Leong
Bank Berhad**

CONTACT US

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OUR LOCATIONS

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PENANG

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Taman Industri Impian Indah,
14000 Bukit Mertajam, Penang

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