

26-27 October 2009

J.W Marriott Hotel
Kuala Lumpur

A 2 day intensive program on

Effective Costs & Risks Planning In ***INCOTERMS MANAGEMENT***

COURSE HIGHLIGHTS :

- Overview Of Globalisation Trade
- Managing Documentation Risks In Commercial Documents
- Redefining Incoterms In A Global Transaction
- Strategising Incoterms Principles And Practices
- Shortfalls And Pitfalls Of The Incoterms Chain
- Managing The Operational Risks In Incoterms Chain
- Methods Of Effective Management Of Incoterms

**AFTER ATTENDING THIS PROGRAM,
YOU WILL RETURN TO YOUR
JOB...**

1. Understanding the types and levels of risks in Incoterms.
2. Finding out ways to identify and suppress costs of Incoterms.
3. Familiarising the distribution chain impact of Incoterms.
4. Learning all the documentation risks involved.
5. Knowing all the obligation and responsibilities between buyer and seller.
6. Finding out the provisions of goods and payment of price involved.
7. Applying the most effective Incoterms management method.

METHODOLOGY

- Lectures and Simulations
- Case Studies
- Group Assignments
- Practical Approach

Day One

Monday, **26th October 2009**

9:00 **OVERVIEW OF GLOBALISATION TRADE**

- Definition Of S.M.A.R.T. Risks In Global Trade
- Introduction Of F.A.R. Elements Of Logistics Proficiencies
- Application Of P.S.D.T Critical terms From Buyer To Seller

10:30 Morning Break

10:45 **MANAGING DOCUMENTATION RISKS IN COMMERCIAL DOCUMENTS**

- Dangers Of An Improper And Inaccurate Export Invoice
- Dangers Of An Inappropriate And Inefficient Consignment Note
- Dangers Of An Ineffective And Insufficient Supply Contracts

1:00 Lunch & Zohor

2:00 **REDEFINING INCOTERMS IN A GLOBAL TRANSACTION**

- Understanding The Purpose And Scope
- Understanding The Terminologies And Terms

- Understanding The Costs And Risks Path

3:30 Afternoon Break

3:45 **STRATEGISING INCOTERMS PRINCIPLES AND PRACTICES**

- The Closure Of The Seller's And Buyer's Gap
- The Division And Diversion Of The Costs And Risks
- The Responsibilities And Obligation Of Buyer And Seller

5:00 End of Day One

Day Two

Tuesday, **27th October 2009**

9:00 **THE SHORTFALLS AND PITFALLS OF THE INCOTERMS CHAIN**

- Criteria Of Selection Of Chain Members
- Formation Of Function Process And Score
- Classification Of Sea, Air And Ground Terms Of Sale

10:30 Morning Break

10:45 **MANAGING THE OPERATIONAL RISKS IN INCOTERMS CHAIN**

- Term Of EXW And Factors Of Cargo Loading
- Term Of FCA And Factors Of Carrier Nomination
- Term Of CIP And Factors Of Multimodal Transport
- Term Of DDP And Factors Of Customs Formalities

1:00 Lunch & Zohor

2:00 **METHODS OF EFFECTIVE MANAGEMENT OF INCOTERMS**

- Familiarising The Variables Of Compliance And Control
- Managing The Provisions Of Goods And Payment Of Price
- Managing The Transfer Of Risks And Division Of Costs

3:30 Afternoon Break

3:45 **GROUP ACTIVITIES AND ASSIGNMENT**

Q & A SESSION

5:00 End Of Program

PROGRAM FACILIATOR

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

He has more than 28 years hands-on experience in the field of International Trade, Global Procurement, Freight and Logistics. He was the Managing Director of a large global logistics service provider with regional offices in UK, USA, Australia and Asia. Mr Kum is also actively involved in training for the manufacturing industry, corporations, forwarders, trade associations, trade divisions of embassies and tourism authority organisation. He is also affiliated with Cambridge International College (UK) and Durban Logistics College (UK) as their Training Consultant for Malaysia and also as an Associate Consultant for a Supply Chain Solutions company in Singapore.

WHO SHOULD ATTEND

This course is specially designed for all Managers and Executives involved in:

- Import / Export Operation
- Purchasing & Supply
- Shipping & Distribution
- Trade Promotions & Control
- Operations & Merchandising
- Finance & Administration
- Audits & Controls

EFFECTIVE COSTS & RISKS PLANNING IN INCOTERMS MANAGEMENT

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CMT'S 2009 KL EVENTS

Refinery Equipments Maintenance & Troubleshooting Of Stationary Equipments

17-18 August 2009, Grand Millennium Hotel, Kuala Lumpur

An Overview Of Strata Titles Act 1985, Management Of High Rise Buildings And Land Development Approvals

19-20 August 2009, JW Marriott Hotel, Kuala Lumpur

Detection, Elimination & Prevention Of Procurement Fraud

19-20 August 2009, Grand Millennium Hotel, Kuala Lumpur

Oil & Gas Pipeline Systems - Operations, Maintenance, Failure Prevention & Integrity Management

19-20 August 2009, Grand Millennium Hotel, Kuala Lumpur

Understanding The Risks Factor In Strategic Sourcing

19-20 August 2009, JW Marriott Hotel, Kuala Lumpur

Root Cause Failure Analysis For Maintenance

14-15 October 2009, Crowne Plaza Mutiara Hotel, Kuala Lumpur

Excel Budgeting Techniques

19-20 October 2009 JW Marriott Hotel, Kuala Lumpur

Preparing Financial Proposals

21-22 October 2009, Crowne Plaza Mutiara Hotel, Kuala Lumpur

Financial Analysis For Non-Finance Managers

26-27 October 2009 Grand Millennium Hotel, Kuala Lumpur

Pengagihan & Pemasangan Sistem Bekalan Elektrik

28-29 Oktober, Hilton Petaling Jaya

HOW TO REGISTER

ONLINE: www.cmtevents.com
EMAIL: adminkl@cmtp.com.sg
FAX: (603) 2162 6393
TEL: (603) 2162 7322
POST TO: Lot 7.03, 7th Floor, North Block,
The Ampwalk, 218 Jalan Ampang,
50450 Kuala Lumpur

FEES

The full Registration Fee includes cost of all sessions, luncheon, coffee/tea & documentation.

1 Person	Group fee per person for 3 or more* (from the same company)
RM1695	RM1495 (MIN SAVINGS OF RM600)

* Terms and conditions apply.

Cancellations, Refunds & Transfers: A full refund will be promptly made for all written cancellations 3 weeks before the meeting. Thereafter, cancellations are not refundable. A substitute may be made at any time.

PAYMENT

By Telegraphic Transfer

ACCOUNT NAME:

Centre for Management Technology Sdn Bhd

A/C No: **3 - 0903390 - 12**

BANK: Public Bank Berhad

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Jalan Ampang

swift code: PBBEMYKL

TT must include additional RM10 for Beneficiary's Bank charges. Delegates must bear all bank charges and local taxes (if applicable). Fees must be NETT of ALL charges.

CHEQUES: Crossed & payable to

"Centre for Management Technology Sdn Bhd"

CERTIFICATE OF COMPLETION

A Certificate of Completion will be awarded upon successful completion of each course. This serves as evidence of your personal and professional commitment to your career.

COURSE TIMING

Registration: 8.30 am, Course Begins: 9.00 am,

Morning Coffee: 10.30 am,

Lunch: 1.00 pm to 2.00 pm,

Tea Break: 3:30 pm, Course Ends: 5.00 pm

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