

Indian Institute of Foreign Trade



INDIAN INSTITUTE OF FOREIGN TRADE NEW DELHI



Announces

MANAGEMENT DEVELOPMENT PROGRAM

On

EXIM PROCEDURE & DOCUMENTATION

Program Director:
Dr. Ram Singh

ABOUT IIFT:

The Indian Institute of Foreign Trade (IIFT) was set up in 1963 by the Government of India as an autonomous organization to help professionalize the country's foreign trade management and increase exports by developing human resources; generating, analyzing and disseminating data; and conducting research. The Institute visualizes its role as:

- A catalyst for new ideas, concepts and skills for the internationalization of the Indian economy.
- The primary provider of training and research-based consultancy in the areas of international business, for the corporate sector, Government and the student community, at large.
- The Institute is among the top 10 B Schools in India with an A Grade accreditation by NAAC.



IIFT Bhawan, B-21 Qutab Institutional Area, New Delhi-110016

URL : www.iift.edu email : ramsingh@iift.ac.in Phones: +91-11-26965051, 26966563

PROGRAMME :

The Institute's portfolio of long-term programs is diverse, catering to the requirements of aspiring International Business executives and mid-career professionals alike. These are

- Two-year MBA (International Business), New Delhi, Kolkata, and Dar-es-Salaam
- Three-year MBA (International Business) (Part-Time), New Delhi and Kolkata
- Executive Post Graduate Diploma in International Business, New Delhi (18 months)
- Executive Post Graduate Diploma in International Marketing, New Delhi (18 months)
- Executive Post Graduate Diploma in International Marketing, New Delhi (18 months)

Certificate Program in Export Management, New Delhi (4 months)

PROGRAMME OBJECTIVES:

The program is designed to develop an integrated approach among participants from Industry especially from firms involved in international business or planning to foray into international business. Program suites the requirements of manufacturing firms/ services sector firms and trading forms both from public and private sector. Program aims to develop an integrated understanding of documentation and procedures involved in trading internationally in ever-changing and emerging global trading regime.

PROGRAMME CONTENTS

- ⇒ Getting Started in International Trade-Formalities and Procedure.
- ⇒ Understanding Export Import Documents.
- ⇒ Export Promotion Measures Under FTP 2015-2020
- ⇒ Managing Pre-Shipment and Post-Shipment Finance.
- ⇒ Methods of Realizing Export Payments and ensuring guaranteed Export Payments.
- ⇒ Credit Risk Management & role of ECGC.
- ⇒ UCP 600 & Letter of credit.
- ⇒ Currency Risk Management in International Trade.
- ⇒ International Commercial Practices and INCOTERMS 2010.
- ⇒ Central Excise clearance formalities for exports.
- ⇒ Customs Regulations and Clearance formalities for Exports & Imports.
- ⇒ Issues related to neutralizations to VAT/CST
- ⇒ Duty Drawback—Claims Procedure.

WHO CAN PARTICIPATE?

Executives engaged or likely to be groomed in international business operations in public and private sector enterprises and officers working with Status Export House; Export Promotion Councils, Commodity Boards, Chambers of Commerce, Export Development Authorities, EHTP/SEZ/BTP/STPI/Textiles Parks/Agri Parks; and freight forwarding/clearing agencies and other service organizations

PROGRAM PEDAGOGY:

The methodology adopted is easy to understand with far-reaching impacts. Lecture presentations, Panel Discussions, Group Work as well as the reality-based case studies with global perspectives would be the key essentials and deliverables of the programme.

PROGRAMME DURATION: 5 DAYS (3 – 7 August, 2015)

PROGRAM FEE:

Rs.40000/- per participant (**non-residential**). Though the programme is nonresidential, accommodation can be arranged in nearby Hotels/ Guest Houses on reasonable rates on request of the participant made in advance.). Programme fee is to be made by the way of Demand Draft / at par cheque in favor of Indian Institute of Foreign Trade, New Delhi. **The payment can also be made through e-transfer (Indian Bank, A/c No.767635122, IFSC Code-IDIB000M089)**. The transaction details to be intimated to us for realisation of payment.

VENUE:

IIFT Bhawan, B-21, Qutab Institutional Area, New Delhi-110016. The Indian Institute of Foreign Trade is located in Qutab Institutional Area, New Delhi. It is adjacent to Rockland Hospital and Qutab Hotel.



FACULTY/ RESOURCE PERSONS :**DR. (MRS.) VIJAYA KATTI**

Prof. Vijaya Katti, is Professor & Chairperson, (MDP), Indian Institute of Foreign Trade. She is the senior-most faculty in the Institute. She has done extensive work on India's Economic Relations with various countries, various WTO related issues and India's Foreign Trade Policy. She has published various books and article in various national and international journals. Prf. Katti is widely travelled and is an internationally authority on WTO issues.

Email: vijayakatti@iift.ac.in

**PROF. HARKIRAT SINGH**

Prof. Harkirat Singh has 25 years of active experience in International Banking. He has worked in International Banking of a Nationalized Bank and also acted as "Chief Forex Dealer" for six years. Prof. Harkirat Singh is an internationally authority on forex issues and has widely taught in chambers/ universities of Africa, Europe and Middle East. He has directly handled the export remittances, import payments, investment and correspondent banking for five years as banker in national bank. Prof. Singh is presently in charge of Placement Cell of IIFT.

Email: harkirat@iift.ac.in

**DR. RAM SINGH**

Dr. Ram Singh is working as Associate Professor with Indian Institute of Foreign Trade (IIFT) since June 2006. His core areas are Export Import Procedure and Logistics. He has authored a book on International Trade Operations with Excel Books, and another on International Trade Logistics with Oxford University press. He is recipient fellow of a course "Managing global Governance" "from German Development Institute, Bonn Germany.

Email: ramsingh@iift.ac.in

**PROF. AREEJ A. SIDDIQUI**

Prof. Areej Aftab Siddiqui is working as Assistant Professor with IIFT, New Delhi. She is pursuing PhD from Jamia Millia Islamia; Masters of International Business (Gold Medalist) from Jamia Millia Islamia; B.A. (Hons) Economics from Shaheed Bhagat Singh College, Delhi University. Her teaching interests are International Business; International Trade Operations; International Trade Logistics; Export Documentation and Procedure.

Email: areejtaftab@iift.ac.in



PROGRAM COORDINATION TEAM

<p>Mr. B. Prasanna Kumar <i>Programme Officer (MDP)</i> Tele Fax: 011-26968318 Mobile: 9899694416 Email: mdp@iift.ac.in</p>	<p>Ms. Richa Dua <i>Programme Associate (MDP)</i> Tele Fax: 011-26968318 Mobile : 9650875969 E-mail: richa@iift.ac.in</p>
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HOW TO REGISTER:

The format of registration form for participation is given on the back cover page. The form may be duly filled and returned back along with the Pay Order / Demand Draft of participation fee at the address given below:

Mr. B. Prasanna Kumar

Programme Officer
 Management Development Programmes
 Room No.422E
 B-21, Qutab Institutional Area,
 New Delhi-110016
 Fax : 011-26510961

* For online registrations and latest updates you may also visit our website [www. iift.edu](http://www.iift.edu)





भारतीय विदेश व्यापार संस्थान

INDIAN INSTITUTE OF FOREIGN TRADE

कृपया विजिटिंग कार्ड संलग्न करें/
Please Attach your
Visiting Card

प्रबंधन विकास कार्यक्रम - Management Development Programmes

पंजीकरण प्रपत्र - Registration Form

कार्यक्रम का नाम (दिनांक सहित) Name of the Programme (with Dates)		5 DAYS MANAGEMENT DEVELOPMENT PROGRAM ON EXIM PROCEDURE & DOCUMENTATION DURING 3-7 AUG 2015 AT IIFT NEW DELHI		
सहभागी का नाम हिंदी में (प्रमाण-पत्र पर मुद्रण हेतु)। Name of the Participant in Hindi				
सहभागी का नाम अंग्रेजी में Name of the Participant		Mr./ Ms./Mrs.	First & Middle Name	Last Name
पदनाम एवं विभाग Designation & Department				
संस्था का नाम/Organization				
कार्यालय का पता Office Address				
		शहर/City:	राज्य/State:	पिन कोड/ Pin Code:
		देश/Country:		
दुरभाष Phone:	देश कोड/Country Code	एसटीडी कोड/STD Code	नम्बर/Number	
फैक्स/ Fax:				
मोबाइल/Mobile :		ई-मेल/Email :		
नामांकन प्राधिकारी Nominating Authority :				
पदनाम/Designation :		मोबाइल/Mobile :		
ई-मेल/E-mail :				
Payment Details				