



LM152: Customs Procedures and Documentation: Practical Workshop for Customs Staff

Training Description:

When it comes to customs documentation it is vitally important that importers and exporters understand the information required to be submitted, as in most cases it is the importer and exporter who would be liable for this information, even if it is done by a third party, which in most cases it is.

This intensive training course offers a very detailed and comprehensive look at the information that is required to be submitted to customs to enable goods to be imported and exported. It also looks at the differences between EU and non-EU trade.

The training course will highlight:

- ✓ The change from CHIEF to CDS
- ✓ Product Classification – Tariff Code/Commodity Codes
- ✓ Customs Procedure Codes (CPC) and what they do
- ✓ Import and Export Documentation
- ✓ Certificates of Origin

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Explain the EORI Number
- ✓ Explain the Free Circulation
- ✓ Explain the SAD C88
- ✓ Understand of the Role of Customs Documentation
- ✓ Understanding of the Customs Procedures

Training Designed for:

This course is intended for Export Administration, Shipping, Export Sales Administration, Logistics and Distribution.

Training Requirement:

“Hand’s on practical sessions, equipment and software will be applied during the course if required and as per the client’s request.”

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client’s learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

DAY ONE:

- ❖ Customs Procedures and Documentation
 - Introduction to Customs Procedures and Documentation
 - Rules of Origin and Intra EC Trade
 - Customs Procedures and The International Trade Tariff
 - Which Organisation Regulates the Rules of Trade Between Nations?
 - Understand What Wholly Produced Goods Means

- What is an Authorized Economic Operator?

DAY TWO:

❖ Essential Customs Forms

- Understand When an Exporter Would Issue an EUR1 Form
- Usage of the Free Circulation
- VAT Responsibilities with Regard to Intra-EU Trade
- Explanation of the SAD C88
- The Change from CHIEF to CDS
- Product Classification
- Tariff Code/Commodity Codes

DAY THREE:

❖ Explanation of Key Import and Export Documentation

- Key Information for Both Import and Export Entries
- Documents Used as Proof of Removal of Goods
- What Documents can be Used as Proof of Export
- Certificates of Origin (Preference & Non-Preference)
- Compliance with Rules of Origin
- Commercial Invoices

DAY FOUR:

❖ Customs Systems

- Generalized System of Preferences (GSP)
- WTO Methods of Valuation for Import
- AEO - Benefits of Being an Authorized Economic Operator
- Understand Customs Relief Schemes Available to Imports and Exporters
- Use of Customs Notices
- Customs Procedure Codes (CPC)

DAY FIVE:

❖ Valuation – Explanation of the Main Methods and Their Application

- The Transaction Value Method
- The Transaction Value of Identical Goods
- The Transaction Value of Similar Goods
- The Deductive Method (price per unit)
- The Computed Method
- The Fall-Back Method (available data)

❖ Course Conclusion

❖ POST-ASSESSMENT and EVALUATION

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:

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