

PROGRAM	Bachelors Of Commerce / Bachelors Of Commerce(Hons)
SEMESTER	IV
COURSE TITLE	Procedures & Practices in EXIM Management
COURSE CODE	04BC0423
COURSE CREDITS	04
COURSE DURATION	48 Hrs (48 sessions of 60 minutes each)

COURSE OUTCOMES

- To know various provisions related to Procedures & Practices in EXIM .
- Apply the knowledge gained to start Business and It's Legal Procedures.
- Apply provisions related to Procedures & Practices in EXIM to file various documents.
- To mitigate export import risk
- To Search Buyers in Internet and other Sources

Teaching and Examination Scheme

Teaching Scheme (Hours)			Credits	Internal Marks (50%)		End-Semester Examination (50%)			Total Marks
Theory	Tutorial	Practical		IA	CSE	Theory	Practical/Viva	Term Work (TW)	
4	0	0	4	30	20	0	50	0	100

Course Contents:

Unit No	Unit / Sub Unit	Sessions
I	Preliminaries for Exports and Imports: Need of export and import; Role of export and import in development of country; Meaning and Definition of Export – Classification – Strategy and Preparation for Export Marketing – Export Marketing Organizations – Methods of Exporting – Formation of Export Import Firm: Business Registration Formalities, IEC, and other – Export Licensing- ITC(HS-Harmonized System) Classification of Export Import Items – Negative List for Imports – Categories of Importers – Special Schemes for Importers.	8
II	Export Import Documentation Export and Imports by courier and post –Export Documents: Commercial and Regulatory Documents –Export Pre-shipment document: sales contract, Pro-forma Invoice, Commercial Invoice , Consular Invoice ,Packaging list, Consolidated weight list, Fumigation, Phytosanitary Certificate, etc. Export Post Shipment Documents: Bill of Lading, Certificate of Origin, Shipping Bill,	7

	<p>Mate's Receipt, SDF, GSP, FTAs Certificate, etc.</p> <p>Import Documents – Transport Documents – Bill to Entry – Certificate of Inspection – Certificate of Measurements – Freight Declaration.</p> <p>Aligned Documentation System</p>	
III	<p>Export-Import Procedure</p> <p>Preliminaries for Export; Steps in Export Procedure: – Export Contract - INCOTERMS – Forward Cover – Export Finance – Institutional framework for Export Finance – Excise Clearance – Preparing Goods for Export– Packaging/Inspection/Fumigation – Export Quality Control & Pre-shipment Inspection – Methods of Pre-shipment Inspection – Marine Insurance – Role of Clearing and Forwarding Agents – Shipping and Customs Formalities – Customs EDI System – Negotiation of Documents – Realisation of Exports Proceeds.</p> <p>Preliminaries for Import – Steps in Import Procedure – Legal Dimensions of Import Procedure – Customs Formalities for Imports– Warehousing in Customs – Warehousing of Imported goods – Exchange Control Provisions for Imports – Retirement of Export Documents – Pricing Quotations – Methods of payment in international trade – Letter of Credit.</p> <p>–Offences & Penalties in Customs</p> <p>–Baggage Import & Export</p>	10
IV	<p>Risk Management in Import Export</p> <p>–Introduction – Evaluation of Risk – Classification of Risk – Export Credit Guarantee Corporation – Marine Cargo Insurance – Marine Insurance Policies to Cover Transit Risk Against Loss or Damage of Goods – Method of Claim Under Marine Policies– Quantitative Techniques for Risk Management: Hedging Techniques, Exchange Rate Forecasting –Risk Related to Service Export & Import – Derivative Disasters – Export Credit Guarantee Corporation –Reinsurance –Piracy Insurance –Aviation - Risk Exposures & Insurance</p> <p>–Project Export</p>	12
V	<p>Export Import Regulations, Policy and Institutional Framework for Exports and Imports</p> <p>Export Import Regulations – Foreign Trade (Development & Regulation) Act, 1992 : an overview– Regulations Related to Excise & Customs –Export Promotion Councils & Commodity Boards International Institutions and their role in trade development :International Chamber of Commerce (ICC), WTO, IMF, World Bank, ITC, Centre for promotion of Imports from Developing Countries(CBI) – Exim Regulations of Emerging Markets – Future Trends in Exim –Supplies to Nepal & Bhutan</p>	11

	– Foreign Trade Policy(2015-20): Highlights – Special Focus Initiatives: – Duty Drawback – Deemed Exports – ASIDE – MAI & MDA – Star Export Houses – Town of Export Excellence – EPCG Scheme – Incentives for Exporters. Export Promotion Councils-Commodity Boards – FIEO – IIFT – EOUs – SEZs – ITPO – ECGC – EXIM Bank.	
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SUGGESTED READINGS:
Text Books:

Sr. No	Author/s	Name of the Book	Publisher	Edition & Year of Publication
T-01	Rama Gopal,	Export Import Procedures, Documentation and Logistics,	New Age International Publishers, New Delhi.	1 st Edition, 2019
T-02	M. D. Jitendra,	Export Procedures and Documentation,	Rajat Publications.	2015

Reference Books:

Sr. No	Author/s	Name of the Book	Publisher	Edition and Year of Publication
R-01	Pervin Wadia,	Export Markets and Foreign Trade Management,	Kanishka Publications	1998
R-02	Paras Ram,	Export: What, Where and How,	Anupam, Publications	2017
R-03	Government of India	Handbook of Import-Export Procedures	Ministry of Commerce and Industry, Government of India	2018
R-04	Ajay Kumar Garg	Nabhi's How to Export 2020	NABHI Publications	2020
R-05	Nabhi's	NABHI's Exporters and Documentation-	NABHI Publications	25 th Edition