

Veer Narmad South Gujarat University

First Year B.Com. (External)

FOREIGN TRADE PROCEDURES & DOCUMENTATION (External Programme)

(Syllabus effective from Academic Year 2017-18 and onward)

Section-I

Sem-I

Objective : To give knowledge of Import Export Activities.

- Unit -1 Introduction: Export Documentation, Foreign Exchange Regulations, ISO 9000 Series and other Internationally accepted Quality Certificate. (15%)
- Unit -2 Quality Control and Pre-shipment Inspection, Export Trade Control, Marine Insurance Commercial Practices. (15%)
- Unit-3. Export Procedure : General Excise clearance. Customs Clearance, Role of Clearing and Forwarding agents Shipment of Export Cargo, Export Credits, Export Credit Guarantee and Policies, Forward Exchange Cover, Finance or Export on Deffered Payment terms. Duty Drawbacks. (20%)

Section-II

Sem-II.

- Unit 4. Import Procedures : Import Licensing Policy, Actual User Licensing, Replenishment Licensing, Import export Pass-hook, Capital Goods Licensing, Export Houses and Trading Houses. (15%)
- Unit5. Special Issues: Export by Post Parcel and by air, GSP certificate of Origin, Custom Clearance of Import cargo, Documents prescribed by Importing Countries, Standardized export documents, Packaging. (15%)
- Unit6. Import Management in a developing Economy: Foreign Exchange Budgeting, Import Procurement methods, Import Financing, Purchase Contract, Import Under Counter Trade, Monitoring and followup of Import Contracts. (20%)

REFERENCE:

1. Govt. of India : Hand Book of Procedures, Import and export Promotion, New Delhi.
2. R.L.Varshncy & Bhashyam S, " International Financial Management, An Indian Prospective, Sultanchand and Co., New Delhi.
3. R.L.Varshncy and B.Bhattacharya, International Marketing Management.
4. Rathod, Rathor and Jam : "International Marketing, Himalaya Publishing House, New Delhi.
5. Export-Import Manual, Nabhi Publication, New Delhi.