

Agenda

Advanced Export Practice and Trade Finance Export Promotion Training Series

3-5 June 2019
Aquila Atlantis Hotel,
2, Ygias Street, 71 202, Heraklion, Crete

Day 1, 3 June 2019

Topic	Notes	Time
Registration	Welcoming Coffee and Registration	09.00 – 09.30
Opening & Introductions	EBRD Opening Welcome Trainer Introduction & Ground Rules Trainee Introductions	09.30 – 09.40 09.40 – 09.45 09.45 – 10.00
New Markets & Trade Agreements	Assessing new markets and preferential trade agreements	10.00 – 11.30
Refreshment Break		11.30 – 11.45
Market Access Databases Market Research	Using market access databases and the IFC Trading Across Borders Indices Export market research	11.45 – 13.00 13.00 – 13.30
Lunch		13.30 – 14.30
Market Research (cont.) WTO Trade Facilitation Agreement	Export market research - visiting the market The WTO Trade Facilitation Agreement - what is it and what it means for exporters	14.30 – 15.30 15.30 – 16.00
Refreshment Break		16.00 – 16.15
Incoterms 2010	The 11 terms, when to use them and insurance implications	16.15 – 17.00
Day One Review and Wrap-Up	Open forum – discussion; and summary of day one learning	17.00 – 17.45



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Day 2, 4 June 2019

Topic	Notes	Time
Welcoming Coffee and Networking		09.00 – 09.30
Recap	Day one – recap of learning; Q&A and discussion	09.30 – 09.45
Export Credit Risk & Credit Control	Export credit risk - commercial, sovereign, country, banking; and credit control	09.45 – 10.15
Credit Management, Credit Risk and Credit Information	Export credit management and mitigating the credit risk; Role of the ICM; Sources of the credit information	10.15 – 11.30
Refreshment Break		11.30 – 11.45
Payment Options	Selection of appropriate payment method and term	11.45 – 12.25
Trade Finance Options	Forfeiting, factoring, credit risk insurance	12.25 – 13.00
Payment Terms	Advance payment, open account	13.00 – 13.30
Lunch		13.30 – 14.30
Payment Terms (cont.)	Documentary collections, bills of exchange	14.30 – 15.30
Refreshment Break		15.30 – 15.45
Learning Consolidation - Group Exercise	Linking methods of payment with risk and Incoterms	15.45 – 16.55
Day Two Review and Wrap-Up	Open forum – discussion; and summary of day two learning;	16.55 – 17.45



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Day 3, 5 June 2019

Topic	Notes	Time
Welcoming Coffee and Networking		09.00 – 09.30
Documentary Letters of Credit & Types	Documentary Letters of Credit - introduction and procedure flow	09.30 – 11.00
	Types of letter of credit	11.00 – 11.30
Refreshment Break		11.30 – 11.45
Letter of Credit UCP	Uniform Customs and Practice for Documentary Credits – UCP 600	11.45 – 13.00
International Standard Banking Practice	International Standard Banking Practice – 2017 Revision	13.00 – 13.30
Lunch		13.30 – 14.30
International Standard Banking Practice (cont.)	2017 Revision (cont.)	14.30 – 15.00
Letter of Credit: Rules and Compliance; and Documentation, Opening, Checking and Correcting	Preparation of compliant documentation; Guiding the customer opening the Letter of Credit; Checking documents/ check-list prior to presentation; Discrepant documents – issues and solutions, putting things right; The DOCDEX Rules	15.00 – 16.00
Refreshment Break		16.00 – 16.15
Incoterms 2010 and WCO SAFE Framework: Updates Learning Consolidation and Next Steps	Quick fire updates on Incoterms 2010 and WCO SAFE Framework	16.15 – 17.00
	Open Forum – post course exercise – mentoring plan	17.00 – 17.30
Course Review and Wrap-Up	Course feedback and course evaluation	17.30 – 18.00

Note: timings are indicative.