



INDIAN INSTITUTE OF BANKING & FINANCE
(ISO 21001:2018 Certified)

Program on “Guidelines related to Export & Import Transactions”

VIRTUAL CLASSROOM SESSIONS

16th and 17th May 2025

Program Co-Ordinator: Ms. Ravita Wadhwa

Deputy Director, IIBF

**Office Address-Indian Institute of Banking & Finance, Kohinoor City, Commercial II, Tower 1,
3rd Floor, Off LBS Marg, Kurla (W), Mumbai – 400070.**

Website: www.iibf.org.in

BACKGROUND:

During its 97 years of service, IIBF has emerged as a premier institute in banking and finance education. Considering the requirements of the bankers in the ever-changing dynamic environment, IIBF has been providing training to bankers in select areas.

IIBF has world class training facilities at its Leadership Centre, Mumbai. It also has four Professional Development Centres (PDCs) at Delhi, Chennai, Mumbai & Kolkata with residential facilities at Delhi.

PURPOSE:

Trade is a key driver of a more interconnected global economy, shaped by both the challenges and opportunities presented by the rapid transformations.

India has performed well in trade (merchandise and services) with exports crossing USD 750.53 billion and imports reaching USD 839.89 billion during April '24-Feb '25.

Banks play a significant role by performing due diligence, handling documents, and monitoring transactions through systems like IDPMS/EDPMS.

Understanding Foreign Trade Policy, RBI regulations on Export and Import Transactions ICC Rules is essential for ensuring compliance, minimizing financial and operational risks, and facilitating smooth, legally sound international trade transactions.

LEARNING OBJECTIVES:

- Key components of India's Foreign Trade Policy (FTP), Trade schemes and benefits, sector-specific provisions.
- RBI regulations governing export and import transactions under FEMA
- Merchanting Trade transactions
- Understanding of Commercial documents, Transport documents.
- Identify the responsibilities and obligations of Authorized Dealers in facilitating and monitoring cross-border trade transactions.
- Introduction to ICC guidelines-
 - URC 522 for Documentary Collections
 - INCOTERMS 2020 for defining responsibilities in international contracts
 - UCPDC 600 for Letters of Credit
- Application of regulatory and procedural frameworks to ensure compliance and risk mitigation
- Recognizing risks in international trade transactions and identifying Trade-based Money Laundering indicators.

CONTENT OVERVIEW:

- India's Foreign Trade Policy-Important Provisions
- RBI Regulations on Export Transactions, Different types of accounts allowed to exporters, EDF/SOFTEX Procedure, Obligations of authorized dealers.
- RBI Guidelines on Import Payments and Settlement
- Procedural and compliance responsibilities of AD banks in handling export and import transactions
- Introduction to Incoterms, UCPDC, URC
- Risks in international trade transactions, and Bank's role in detecting Trade-based Money Laundering.

TARGET GROUP

Officials in Junior and Middle management Cadre handling Forex and Trade desk /sales.

DURATION

2 Days; Timings: From 10.00 AM to 5.00 PM.

MODE

Virtual classroom sessions (ZOOM platform)

FEES

Rs.5,000/- per participant plus GST@18% aggregating to Rs. 5900/- (In case of TDS deduction, please send us TDS certificate).

Programme fee may be remitted to the credit of Institute's account as given below:

- ✓ Name of the Account: Indian Institute of Banking and Finance
- ✓ Name of the Bank branch: State Bank of India, Vidya Vihar (West), Mumbai.
- ✓ Savings Account No: 36919200263 IFSC code: SBIN0011710
- ✓ (PAN No: AAATT3309D and GSTIN NO. 27AAATT3309D1ZS)

(Kindly provide your GST Number in the nomination letter to facilitate raising of invoice)

For further details and nomination kindly contact:

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Last date of receipt of applications -May 14th, 2025



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NOMINATION FORM for BANKS

Program -“Guidelines related to Export & Import Transactions”

Date: _____

Program Type: Virtual classroom

PARTICIPANTS NOMINATED:

Sl.No	Name (Mr./Ms)	Designation	Branch/Office	Mobile No. and Land Line No.	E-mail id(official and personal)
1					
2					
3					
4					

Bank/Organisation: _____

Address/GSTIN for raising invoice: _____

_____ Pin Code: _____

Nominating official contact details/mail id _____

(Kindly provide your GST Number in the nomination letter to facilitate raising of invoice)



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FORM FOR SELF-SPONSORED CANDIDATES

Date:

Programme Type: Virtual classroom session

Details of candidate:

Sl. No	Name	Designation	Contact No. (Mobile)	E-mail id(official and personal)	UTR NUMBER towards fees remitted
1					

Name & Address of Bank/ FI employed with:

Postal Address of participant:

PIN code: _____