Course Code	Course Name	Credits
26CM510	EXPORT AND IMPORT DOCUMENTATION	4

Course Objectives

- To provide foundational knowledge of export and import procedures, documentation, and regulatory frameworks.
- To develop understanding of shipment processes, cargo handling, and insurance in international trade.
- To familiarize students with Foreign Trade Policy provisions and export promotion schemes.
- To enhance knowledge of various foreign trade schemes and incentives available to exporters.
- To understand the role and functions of institutions supporting export promotion and international trade

Course Outcomes

- Understand and explain export-import procedures, documentation, and export credit mechanisms.
- Analyze shipment processes and documentation for different modes of transport and evaluate cargo and marine insurance procedures.
- Interpret Foreign Trade Policy provisions and assess various export promotion initiatives and schemes.
- Evaluate foreign trade schemes such as EPCG, SEZ, EOUs, and duty drawback benefits.
- Examine the role and functions of export promotion councils, commodity boards, and key trade institutions.

Unit I Export Procedure (12hrs)

Export Procedure**:** Offer and receipt of Export/Import orders - Shipment procedure - Banking Procedure Export Documentation - Framework - Standardized pre-shipment Export Documents - Commercial and Regulatory Documents - Export credit instruments and procedures: Letters of credit and types - Documents required for export credit. Export credit insurance - services of Export Credit and Guarantee Corporation in export credit insurance - Specific Policy and Small Exporters Policy - Guarantees - Procedure for availing credit insurance and necessary documents.

Unit II Shipment of Export cargo (12hrs)

Shipment of Export cargo**:** By Sea, Air, ICD (Internal Container Depot), Courier, Land Customs Station and by Post - Procedure and Documents required for shipment of cargo - Multimodal transport - Procedure and documentation - Central Excise and Customs clearance of export cargo - Procedure and documents- Cargo insurance – Vessel Insurance - Institute cargo clauses - specific policy - Open policy - procedure for cargo insurance - Procedure for marine insurance claims - Necessary documents for filing claim - Relevant one or two case studies.

Unit III Foreign Trade Policy and Provisions (12hrs)

Foreign Trade Policy and Provisions: General Provisions Regarding Exports and Imports- Special focus Initiatives for Agriculture, Handloom, Handicrafts, Leather goods and Gems and Jewellery (GJ)- Promotional Schemes – Duty Exemption/Remission Schemes: Advance License / Duty Free Import Authorization (DFIA), Duty Free Replenishment Certificate (DFRC) and Duty Entitlement Pass Book (DEPB) Scheme- Free Trade & Warehousing Zones- Deemed Exports- Relevant one or two case studies.

Unit IV Foreign Trade Schemes (12hrs)

Foreign Trade Schemes**:** Export Promotion Capital Goods (EPCG) Scheme – Export Oriented Units (EOUs)/ Electronic Hardware Technology Park (EHTP)/ Software Technology Park (STP) Scheme /Special Economic Zone (SEZ)/Bio-tech-park (BTP) Schemes- Duty Free Credit Entitlement Schemes - Duty Drawback (DBK) scheme – Central Excise Benefits Schemes: Bond- Rebate- Cenvat Credits- Relevant one or two case studies.

Unit V Role and Functions of Special Institutions (12hrs)

Role and Functions of Special Institutions**:** Export Promotion Councils, Commodity Boards, Directorate of commercial Intelligence and Statistics, Indian Trade Promotion Organization, Indian Institute of Foreign Trade, Marine Products Export Development Authority, Agriculture and Processed Food Export Development Authority, Export Inspection Agency and Director General of Foreign Trade - Relevant one or two case studies.

Reference Books:

1. C Ramagopal, Export Import Procedures- Documentation and Logistics, New Age International, 2010.
2. Govt. of India, Bare Acts/ Manuals/ Handouts Institute Cargo Clauses, Incoterms – 1990, Carriage of ICC 1983 Rev, Uniform Customs & Practice for Documentary Credits.
3. Goods by Sea/ Air, Marine Insurance Act, FEMA, GSP Rules of Origin, etc. 4.Govt. of India, Foreign Trade Policy and Central Excise Rules & Duty Drawback Rules IIFT, Background
4. Papers on Export Procedures & Documentation.
5. .Mahajan M, Foreign Trade Policy Procedures & Documentation Exports Imports Foreign Exchange Management W/cd, Snow White Publications Pvt Ltd, 2010.
6. .S. Ramakrishna, et al., Quality Control and Pre-shipment Inspection for Exports. V.S. Datey, Foreign Trade Policy, CH India, 2010

Websites

1. https://youtu.be/D3ieP6wE8xw?si=wC-Co7wrPWheWiZ9
2. https://youtu.be/kULB_SMpOX4?si=3OV9xI1jAd7MgG8S
3. https://youtu.be/fOaXIzkjnlw?si=ZNIh29x_9gKw8GAg
4. https://youtu.be/PJ-KXYJXZuM?si=4ZPA5lexChMspPf6
5. https://youtu.be/PoQzIiwhQnQ?si=pMYOBxKY83zPfPBu

COs and Bloom's Taxonomy Mapping – 26CM510		
Course Outcomes	**On successful completion of this course, students will be able to**	**BTL**
CO1	Understand and explain export-import procedures, documentation, and export credit mechanisms.	K1, K2
CO2	Analyze shipment processes and documentation for different modes of transport and evaluate cargo and marine insurance procedures.	K3, K4
CO3	Interpret Foreign Trade Policy provisions and assess various export promotion initiatives and schemes.	K4
CO4	Evaluate foreign trade schemes such as EPCG, SEZ, EOUs, and duty drawback benefits.	K5
CO5	Examine the role and functions of export promotion councils, commodity boards, and key trade institutions.	K6

BTL (Bloom's Taxonomy Level) - K1 – Remembering, K2 – Understanding, K3- Applying, K4 – Analyse, K5- Evaluate and K6 - Create

Relationship Matrix – 26CM510													
Course Outcomes	**Programme Outcomes (POs)**						**Programme Specific Outcomes (PSOs)**						**Mean Score of Cos**
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PO6**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	**PSO6**	
CO1	3	2	1	1	1	2	3	3	1	1	1	1	1.67
CO2	3	2	3	1	1	1	2	2	3	2	1	1	1.83
CO3	3	3	2	1	1	1	2	3	3	2	2	1	2.00
CO4	2	2	3	2	1	1	2	1	2	3	3	1	1.92
CO5	3	2	3	1	1	2	2	2	3	2	2	3	2.17
												Total	1.92

Mean Score: 3- High, 2- Medium/Moderate, 1-Low