

The Importers' Workshop

Advance Guide to Import Procedures: A Two-Day Course

Timings: Registration: 09.00 Start: 09.15 Lunch: 13.00 Close: 17.00

Topics covered:

DAY ONE

- ✓ **INTRODUCTION:** Rules and regulations
- ✓ **IMPORT CONTROLS:** Know the law: prohibitions & restrictions, licensing, tariff quotas, ceilings etc.
- ✓ **THE IMPORT CHAIN OF EVENTS**
- ✓ **CONTROLLING THE IMPORT:** Documentation, customs procedures, types of clearance procedures and routes including a review of Customs Freight Simplified Procedure (CFSP) and new UCC measures
- ✓ **VALUATION ISSUES:** Are you paying the correct amount of duty/VAT? Is it a compliance issue or an over payment? Putting the WTO Valuation Rules to practical use, understanding the valuation issues and costs that must be included UCC Changes.
- ✓ **SPECIAL REGIMES:** A brief guide to the Inward and Outward Processing Relief (IP/OP) and other similar authorisations and procedures and how they will be affected by the Union Customs Code (UCC)

DAY TWO

- ✓ **TARIFF CLASSIFICATION:** Tips on classification and using the General Interpretative Rules (GIRs)
- ✓ **INCOTERMS:** Controlling the movement of goods, reducing risk and understanding the cost elements of shipping terms
- ✓ **RULES OF ORIGIN AND PREFERENCE:** Keeping up-to-date with the origin rules and using them to your advantage. Here we examine how to check and confirm imported goods meet the preferential trade rules.
- ✓ **METHODS OF PAYMENT:** A short practical guide looking at the choices available to importers
- ✓ **INTERNAL COMMUNICATION:** Setting up procedures for your own department and how to liaise with other departments

This presentation includes workshop sessions that require full participation from the delegates. There are also options to concentrate on particular areas relevant to your own business requirements. Please ensure you bring a calculator. Delegates are also encouraged to bring samples of their own import purchase orders, import entries, etc. although this is not essential.