



FMM INSTITUTE (Centre for Professional Development)

Wisma FMM, No. 3, Persiaran Dagang, PJU 9, Bandar Sri Damansara, 52200 Kuala Lumpur
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FMM-MNSC CERTIFICATE IN SHIPPING

SBL Scheme

FMM-MNSC Certificate in Shipping is jointly developed by *Malaysian National Shippers Council and FMM Institute*, with an aim to enhance the professionalism in shipping as well as maintaining the standard of operation of the industry.

The course is to promote efficient handling and movement of International trade via shipping. Participants of this course will acquire comprehensive knowledge of the shipping functions, from documentation to laws and practices in banking and insurance.



COURSE OBJECTIVES

This programme will:-

- Gain comprehensive knowledge on shipping and its operational practices for the Manufacturing and Shipping sectors to facilitate efficient shipment activities
- Provide an understanding of current laws and practices pertaining to transport in trade
- Update on documentation and operating procedures involved in shipment, payments and insurance of goods

COURSE STRUCTURE

| | |
|-------------------|---------------------|
| Duration | : 10 days |
| Examination | : 3 hours |
| Number of Modules | : 9 |
| Lecture Days | : Monday & Tuesday |
| Time | : 9.00 am – 5.00 pm |

WHO SHOULD ATTEND

Personnel from Manufacturing sector (Purchasing and Shipping Departments), Logistics, Warehousing, Cargo Handling, Freight Forwarding, Import, Export and Insurance

ENTRY REQUIREMENTS

- Minimum MCE/SPM/SPVM education level
- Minimum 1 year working experience

ADMINISTRATIVE DETAILS

Date : **April 13 – May 12, 2020**

Time : 9.00 am – 5.00 pm

Venue: **FMM Institute**

2nd Floor, Wisma FMM

No.3, Persiaran Dagang, PJU 9

Bandar Sri Damansara

52200 Kuala Lumpur

Fees: Member **RM7,049.00 per pax**

Non-Member **RM8,374.00 per pax**

Fees inclusive of 6% service tax

AWARD OF CERTIFICATION

Participants are required to meet the 80% course attendance requirement to qualify to sit for FMM Institute's internal examination. Participants who have attended at least 80% of the programme will be awarded a Certificate of Attendance and those who pass the internal examination of this programme will be awarded the FMM-MNSC Certificate in Shipping.

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7-13 working days before the start of the programme is subjected to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subjected to cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.



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COURSE CONTENTS

Module 1: Introduction and Overview

This session forms the foundation to all the aspects surrounding the topic of shipping. This session will help to expose participants to the most recent development in trade and economy and the roles of the shipping council in the country.

Module 2: Carriage of Goods By Sea

This module will provide knowledge on the shipping industry in general, types of shipping service, conference and general freight charges and most importantly, laws and rules relating to carriage of goods by sea.

Module 3: Carriage of Goods By Air

This module will explore the various aspects of carriage of goods by air, in particular the documentation, air cargo acceptance and valuation charges.

Module 4: Carriage of Goods By Land (Multimodalism)

This module will touch on the above issues and also the aspects of multimodalism in today's trade environment. The topics that will be covered are elements of transport of goods by road, licences, control and regulations, conventional trucker, multimodalism, organisation and responsibilities.

Module 5: Duties and Responsibilities of Freight Forwarders

This programme will help participants to understand the importance of freight forwarders, their roles and responsibilities so that certain criteria can be set to help in the selection of a freight forwarder.

Module 6: Packing and Marking

This programme will enable participants to acquire a greater understanding of the importance of packing, the special requirements and guidelines and the various types of packing for different modes of transportation.

Module 7: Banking for Shippers

This session will give participants the ability to assess the different methods of payment and incoterms, and the basic products offered by banks to finance importers and exporters.

Module 8: Laws and Practices Relating to Trade and Customs

This module will provide participants with all the necessary information on Customs legislation and procedures in order to ensure that all goods are imported/exported without violating any laws. Topics covered include the Guidelines on Customs (Prohibition of Import/Export) Orders 1988, Customs Documentation, Complete Warehousemen, Licensed Manufacturing Warehouse etc.

Module 9: Shippers' Cargo Insurance

This session will be beneficial to all Shippers as it covers all the elements of cargo insurance from the general principles to rights in claims. This session will enable participants to have a better understanding of the important elements of cargo insurance.



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Panel of Trainers

Mr Raippen Packiasamy started off as a school teacher, worked and studied part-time in the UK and in 1992 he graduated with a LL.B (Hons) from the University of East London, UK. With the intention to specialise in the marine law field, Raippen spent one year at the University of Southampton, UK and studies Admiralty Law, Carriage of Goods by Sea and Marine Insurance. He completed with a Dissertation on Third Party (Rights Against) Insurers.

An associate member of the Chartered Institute of Arbitrators, UK, Raippen served as a marine legal advisor to the Port Klang Shipping Agencies Association and Federation of Malaysian Freight Forwarders since 2001. In addition, he has been providing training on shipping and marine law and documentation to related trade organisations, whilst running his consulting agency providing legal advice on hull and machinery claims, cargo claims and other marine-related problems, as well as drafting maritime contracts.

Puan Sharifah Mariam holds a Bachelor of Arts (Economics) degree from University of Malaya. She has more than 20 years of experience in the banking line specialising in International Trade Finance, Loan Processing, Credit and Financial Analysis and General Banking Operations. She has undergone extensive practical training in Credit and Financial Analysis (CCP – Certified Credit Professional) and International Trade Financing at Institute Bank-Bank Malaysia (IBBM), Banque Nationale De Paris, Singapore and various in-house training programmes at the bank. Being a former Bank Manager, a regular trainer and proficient in the English Language, Puan Sharifah has good communication skills which gives her added advantage in conducting and presenting the training programmes.



REGISTRATION FORM

FMM-MNSC CERTIFICATE IN SHIPPING

Dates: April 13, 14, 20, 21, 27, 28, May 4, 5, 11 & 12, 2020

Venue: FMM Institute, Kuala Lumpur

(To be completed in BLOCK LETTERS)

A. PERSONAL PARTICULARS

Full Name (Mr/Ms) : _____ NRIC No. : _____
 Designation: _____ Name of Company : _____
 Permanent Address : _____
 Correspondence Address : _____
 (if different from permanent address)
 Tel No. (H) : _____ (O) : _____ Fax No. : _____
 E-mail Address : _____ H/P No: _____
 Date of Birth : _____ Sex : _____ Age : _____ Nationality : _____ Race : _____

B. EDUCATIONAL BACKGROUND

| Name of School / Institution | Years Attended | | Highest Qualification Obtained |
|---|----------------|-------|--------------------------------|
| | From | To | |
| Secondary : _____ | _____ | _____ | _____ |
| College / University : _____ | _____ | _____ | _____ |
| Any Special Professional Course : _____ | _____ | _____ | _____ |

C. SPONSORSHIP

Company Sponsored Self Sponsored Please Tick (√)

D. SUBMITTED BY (To be filled if sponsored by company)

SBL Please Tick (√)

Name : _____ Designation : _____
 Company Name: _____
 Company Address : _____
 Tel No. : _____ Fax No. : _____ E-mail Address : _____
 FMM Membership No: _____ My Corporate Identity No : _____

E. DECLARATION

I hereby declare that the information provided is correct and complete.

Payment Advice:
 Enclosed cheque/bank draft No. _____ for RM _____ being payment for _____ participant(s) made in favour of "FMM Institute".

Please fax or mail the registration form to :

Nora Liza / Norsyamira Tel : 03-62867200 Fax : 03- 62776712
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