



FMM INSTITUTE (Centre for Professional Development)

Wisma FMM, No. 3, Persiaran Dagang, PJU 9, Bandar Sri Damansara, 52200 Kuala Lumpur
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REMOTE ONLINE TRAINING FMM CERTIFICATE IN SHIPPING



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	: 12 days
Number of Modules	: 9

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 4 - June 13, 2023**
 Time : 9.00 am – 5.00 pm
 Venue: Remote Online Training
 Platform: Zoom & TalentLMS
 Fees: Member **RM6,625.00 per pax**
 Non-Member **RM7,950.00 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.



FMM CERTIFICATE IN SHIPPING

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.



FMM Certificate in Shipping

Panel of Trainers

Mr. Devindran Raju is a Freelance Corporate Trainer specializing in the area of Supply Chain Management. He obtained his Bachelor of Business Administration Degree (Hons.) from Universiti Utara Malaysia (UUM). He is currently pursuing his MSc. (Management) with Universiti Utara Malaysia. R. Devin is a Certified Trainer by PSMB (HRDF). R. Devin is highly motivated and knowledgeable Trainer with more than 18 years of experience in Supply Chain Management. He has held various managerial positions with several multi-national corporations and his previous position was Senior Logistics Manager with Alps Group. He has vast experience spanning numerous clients and various industries such as FMCG, Electric, Electronics, Automotive, Manufacturing, Forwarding and 3rd Party Logistics. R. Devin has researched and designed training programs in the areas of Logistics, Procurement, Shipping, Warehousing, Project Management, Regulatory-Custom Act, Freight Forwarding and IPC Operations. Apart from this, he also excels in Management and Productivity Improvements Trainings such as 5S (Housekeeping), Kaizen, Customer Service, Trading Business Operations and Soft Skills. R. Devin is a much sought after trainer due to his frank, candid, interesting and humorous way of presenting his talk. He has the ability to relate to all levels of people, straight forward approach in conducting his seminars and presentations. He has the passion to captivate participants' engagement and aspires to be the trainer of first choice. Besides English, he is also fluent in Bahasa Malaysia which enables him to conduct trainings in Bahasa Malaysia if required.

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

Date : April 4 - June 13, 2023

Venue: Remote Online Training

(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)

HRD Corp Claimable Course Non-Contributor

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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