



JUNE

JULY 7, 2026



START AT

09:00AM - 17:00PM



REMOTE VIA ZOOM



INTRODUCTION

Banks play important role in facilitating and financing international trade transactions. One of the trade facilities offered by banks to importers is the Letter of Credit (LC), which facilitates importers as well as exporters, as payments for exporters are secured. With the understanding of various types of LCs, importers and exporters would be able to identify and deal with discrepancies, alternatives to the discrepant documents, amendments to LCs and export documents, and to the presence of various sanction clauses in LCs. It is also important for those involved in LC transactions to understand the relevant clauses of UCP 600 which governs LC transaction, and also the International Standard Banking Practice (ISBP), where banks check and examine the export/shipping documents of the exporters according to ISBP.

METHODOLOGY

The programmes are conducted through interactive classroom lectures on key concepts, demonstration of procedures through visual aids, sample or real Letters of Credit and other shipping documents. Various written exercises are given to participants to further understand the flow of Letter of Credit and the shipping documents, resolving problematic Letter of Credit, addressing discrepant documents and non-compliance to Letter of Credit.

FEES

Member: RM 594.00

Non-Member : RM756.00

(Price above are inclusive of 8% SST)



COURSE OBJECTIVES

Upon completion of the course, participants will be able:

- To identify the various types of LCs and the flow of each type of LC for importers and exporters with real examples.
- To make a choice as to the suitability of LCs to the various types of business transaction.
- To identify and deal with discrepancies in LC and export/shipping documents, and the alternatives to the discrepant documents.
- To be able to interpret the sanction clauses presence in the LC such as due to the outbreak of Covid 19, due to imposition of political and economic sanctions by various world organisations to certain counties, and other imposition of sanctions, which resulted in importers unable to pay, and exporters resort to legal action in order to claim the payment under LC.
- To understand the relevant UCP600 Articles which governs LC transaction.
- To understand the International Standard Banking Practice (ISBP) on the checking and examining of export documents by banks.

TARGET GROUP

- Financial Managers,
- Account Executives,
- Finance Executives,
- personnel involved in importing, manufacturing, exporting, shipping, freight forwarding, and trading concerns.



TRAINER PROFILE

Puan Sharifah Mariam is a highly experienced trainer with over 20 years in the banking industry, specializing in Letters of Credit, International Trade Finance, Credit & Financial Analysis, and General Banking Operations. She holds a Bachelor of Arts (Economics) from the University of Malaya and has received extensive practical training from IBBM and Bank Nationale De Paris, Singapore. She regularly conducts public and in-house training programmes for manufacturing, exporting, trading companies, and government-linked organizations through institutions such as FMM and MATRADE. Her expertise has benefited numerous well-known companies across Malaysia, making her a respected trainer in trade finance and banking operations.

FMM WEBINAR ON

INTRODUCTION & OBJECTIVES LETTER OF CREDIT



FEDERATION OF MALAYSIAN
MANUFACTURING
Co. No. 196801000309 (7907-X)
Eastern Branch

COURSE OUTLINE

8.45AM



Online registration

9.00AM



Definition of letter of credit (LC)

10.30AM



Morning tea break

10.45AM



Letter of credit sent by SWIFT

1.00PM



Lunch

2.00PM



Availability of Letter of credit and payment terms / method of settlement in international trade:

- By sight payment
- By deferred payment
- By acceptance
- By negotiation

3.30PM



Evening tea break

3.45PM



Parties involved in letter of credit transaction:

- How these parties are interrelated in a single transaction

Functions of various banks involved in the letter of credit transaction:

1. Issuing bank
2. Advising bank
3. Confirming bank
4. Negotiating bank
5. Reimbursing Bank

4.45PM



Amendment of letter of credit:

1. Why letter of credit has to be amended?
2. Who initiate the amendment of letter of credit?
3. Who amend the letter of credit
4. Who pays for the amendment of letter of credit?

5.00PM



End of program



Call / Email Us
For More Information:



09-560 6554



fmmeastern@fmm.org.my

FMM WEBINAR ON INTRODUCTION & OBJECTIVES LETTER OF CREDIT



July 7, 2026 (Tuesday)



Remote Via ZOOM



9:00 am - 5:00 pm

REGISTRATION / PAYMENT

Registration form must be completed and returned to FMM Eastern by **June 15, 2026**. All confirmed participants should make the full fee before the event.

- For HRD Corp - Claimable Courses, an Attendance of 100% is a must, in any case, employers will be billed in full.
- For HRD Corp - Claimable Courses, Grant Approval must be forwarded to FMM Eastern at least 3 DAYS BEFORE the webinar date.

DISCLAIMER:

FMM Eastern reserves the right to change the facilitator, date and to vary/cancel the Webinar should unavoidable circumstances arise.

Enquiries	FMM Kedah/Perlis : Ms Zai - rozainiza@fmm.org.my
	FMM Sarawak : Mr Farrez Teh - farrez@fmm.org.my
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PAYMENT METHODS

Payee name: FEDERATION OF MALAYSIAN MANUFACTURING

- Cheque or bank draft crossed Account Payee only.
- Bank-in payment: to e-mail or fax deposit slip to FMM for issuance of Official Receipt.

Bank Name: **Maybank Bank Berhad**

Account no : **5-56011-06326-9**

SWIFT Code: **MBBEMYKL**

- Please write the event name on the reverse of the cheque or on the deposit slip.

REPLACEMENT / CANCELLATION / NO-SHOW POLICY

Replacement at no additional cost. FMM reserve the right to cancel or reschedule the programme. All efforts will be taken to inform participants of the changes. Participants who did not turn-up at the events are liable for the full payment.

Cancellation must be in writing to FMM. If cancellation is received:

- 7 days before the webinar - no payment charged
- 3- 6 days before the webinar - 50% payment charged
- Less than 3 days - full payment will be charged
- cancellation and refund is not allowed

Training Provider: 007907X_EASTERN

Training Number: 10001703781

FMM Eastern Branch - Ms. Wan Hui/ Ms Thivya
Email: wanhui@fmm.org.my / thivya@fmm.org.my

REGISTRATION FORM

Please register the following participants(s):-

No	Name	Designation	I/C Number	Email	H/P No.
1.					
2.					
3.					

Please Tick appropriate box:

We hereby confirm that:

- We will be claiming under HRD Corp-Claimable courses (SBL - Khas) but full payment would be made to Federation of Malaysian Manufacturing in the event that no disbursement from HRD CORP under any circumstances.
- We are not claiming training grant from HRD Corp. Enclosed cheque / bank draft, No _____ for RM _____ being payment made for _____ participant(s) made in favour of Federation of Malaysian Manufacturing.

Submitted by:

Name : _____ Designation: _____

Company: _____ FMM Membership No. : _____

Address: _____

Email: _____ Tel: _____ Fax: _____

TIN No. : _____ SST No: _____

Company Stamp