

THE INSTITUTE OF COMMERCIAL MANAGEMENT

SUBJECT SYLLABUS



INTERNATIONAL PURCHASING & SUPPLY

Rationale of International Purchasing

- Advantages & Rationale of Buying Overseas
- Role of International Purchasing in the Supply Chain
- Factors Influencing International Trade
- International Trade Overview & Trends
- Overview of Import Regulations

Market Research & Selection

- Determining Product Specification
- National & International Standards of Product Specification
- International Standardisation Organisation
- Process of Sourcing Potential Suppliers

Overseas Culture & Market Environment

- Culture
- Cultural Comparisons
- Market Environment

Buying Strategy & Planning

- International Purchasing Strategy & Planning
- International Purchasing Planning
- International Purchasing Funding Options
- Trading Within International Groups
- Commodity Markets
- Industrial Markets & Foodstuffs

Logistics & Globalisation

- Role of Logistics
- Global Logistics Operators
- Factors Contributing to the Development of Logistics

Negotiating the Contract

- Product Specification
- Product Formulation
- National & International Standards
- Sourcing of Products
- Source Location & Evaluation
- Tendering
- Supplier Audit
- Overseas Market
- Digital Trade Revolution
- Negotiating Skills
- Terms & Conditions of the Contract
- Quality Procedures in an International Context

Import Finance

- Selection Criteria
- UCP 500 Documentary Credits
- URC 522 Documentary Collection
- Open Account
- Advance Payment
- Bill of Exchange
- Commercial & Transport Documents
- Counter Trade
- Factoring
- Forfeiting
- International Exchange Rates

Import Documentation

- Air Waybill
- ATA Carnet
- Bill of Lading
- Certificate of Origin
- Certificate of Shipment
- Charter Party
- CMR Note
- Courier Receipt
- Dangerous Goods Note
- Dock Receipt
- Exchange Permit
- Export Invoice
- Export Licensing
- Health Certificate
- Import Licensing
- International Convention Concerning the Carriage of Goods by Rail
- Letters of Hypothecation
- Letters of Indemnity
- Mates Receipt
- Packing List
- Parcel Post Receipt
- Plant Health Certificate
- Pre-Shipment Inspection Certificate
- Quality Certificate
- Ship's Delivery Order
- Veterinary & Health Certificate
- Weight Certificate

International Physical Distribution Strategy & Management

- International Physical Distribution Strategy
- Decision Making Process
- Problem Areas & Possible Solutions
- Logistics Strategy
- Customs Planning
- Multi-Modalism
- Containerization
- Air Freight
- International Road Transport
- International Rail Transport
- Transport Distribution Analysis
- Freight Rates
- Dangerous Cargo
- International Transport Conventions
- Freight Forwarders