



MASTERING INCOTERMS 2020 (ICC) IN IMPORT & EXPORT MANAGEMENT

HRD Corp Claimable Courses

Duration

2 days

Time

9.00am to 5.00pm

INTRODUCTION

The Incoterms® 2020 rules issued by the International Chamber of Commerce (ICC) serve as the global standard for defining the responsibilities, risks, and costs between buyers and sellers in international trade contracts. With the renaming of DAT to DPU (Delivered at Place Unloaded), enhanced insurance requirements under CIF and CIP, expanded obligations under FCA, DAP and DDP, and the inclusion of cyber-security–related considerations, Incoterms 2020 reflects the realities of modern global trade.

In today's increasingly complex and borderless trading environment, organizations face heightened exposure to operational, financial, and contractual risks. A sound understanding and correct application of Incoterms 2020 enables businesses to close contractual gaps, manage costs effectively, and strengthen risk mitigation across the supply and distribution chain. This programme equips participants with practical knowledge and strategic insight to prevent disputes, reduce costly errors, and enhance negotiation and logistics performance.

OBJECTIVES

At the end of this programme, participants will be able to:

- Understand the structure, provisions, and key resolutions of Incoterms 2020
- Interpret contractual and operational obligations under each Incoterm
- Manage cost and risk allocation throughout the Incoterms distribution chain
- Identify conflicts between shipping practices and Incoterms application
- Integrate Incoterms with logistics planning and negotiation strategies

LEARNING OUTCOMES

Upon completion, participants will be able to:

- Apply appropriate Incoterms accurately in international sales contracts
- Distinguish seller and buyer responsibilities, risks, and cost divisions
- Align Incoterms with shipping, insurance, and logistics operations
- Minimise contractual disputes and operational inefficiencies
- Strengthen negotiation outcomes through informed Incoterms usage

COURSE HIGHLIGHTS

- The **4D's Roadmap** for strategic Incoterms planning (Define, Design, Detect, Defend)
- The **4C's Operational Framework** (Carriage, Customs, Contracts, Control)
- Comparative analysis of **Incoterms 2010 vs Incoterms 2020**
- Practical familiarisation with trade and shipping documentation

PROGRAMME OUTLINE

DAY 1: INCOTERMS FRAMEWORK & CONTRACTUAL FOUNDATIONS

1. Overview of Incoterms, Implied Undertakings and Dispute Factors

- The 4D's in Incoterms strategic planning
- The 4C's in managing the supply chain
- The 4T's of transactions: Payment, Sales, Delivery and Title

2. Contractual Scope and Risk Dynamics of Incoterms

- Roles, responsibilities and obligations of sellers and buyers
- Allocation and diversion of costs and risks
- Closing gaps in supply and delivery contracts

3. Key Terminologies in Incoterms and Shipping

- Carrier and shipper implications in contracts
- Meaning of delivery and obligation under Incoterms
- Packaging and packing requirements in international shipping

4. Grouping and Application of the 11 Incoterms

- Sea and inland waterway terms vs multimodal terms
 - Incoterms requiring unloading at destination
 - Delivery options with and without customs clearance
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DAY 2: PRACTICAL APPLICATION, LOGISTICS & NEGOTIATION

5. Positioning Incoterms Across Transport Modes

- CIF, CFR, CIP, CPT – scope and application
- EXW, FOB, FCA, FAS – operational considerations
- DPU, DAP, DDP – delivery at destination responsibilities

6. Mapping Costs and Risks Between Seller and Buyer

- Ports, points, places and premises demarcation
- First carrier nomination and freight forwarder roles
- Port-to-port vs door-to-door delivery interpretation

7. Incoterms Rulings in String Sales Transactions

- Security risks and mitigation measures
- Preservation of cargo and inherent goods risks
- Ownership transfer and documentation requirements

8. Control, Compliance and Governance Provisions

- Contract of sale vs contract of carriage
- Risk transfer and cost allocation requirements
- Tendering, fulfillment and termination of delivery obligations

9. Negotiation Competency and Documentation Alignment

- Pre-negotiation preparation between contracting parties
- Documentation required for transaction fulfillment
- Finalisation of agreed contractual terms and conditions

10. Logistics Efficiency and Effectiveness

- Pre-departure logistics planning criteria
- In-transit monitoring and control methods
- Post-arrival reporting and performance review

11. Incoterms 2020: Key Rulings and Updates

- Demarcation and substitution of sale contracts
- Renaming DAT to DPU (Delivered at Place Unloaded)
- FCA 'On Board' notation application
- VGM compliance under SOLAS
- Comprehensive listing of costs in sales contracts
- ICC cargo insurance clauses under CIF and CIP
- Cyber security information obligations
- Use of own transport under FCA, DPU, DAP and DDP
- Practical Do's and Don'ts in Incoterms application

COURSE METHODOLOGY

This programme is delivered through a seminar-based workshop incorporating:

- Interactive lectures
- Practical case studies
- Group discussions and exercises
- Assignments and learning reinforcement activities

WHO SHOULD ATTEND

This programme is highly recommended for:

- Managers and executives involved in Finance, Costing and Planning
- Logistics, Shipping and Distribution personnel
- Procurement and Supply Chain professionals
- Business Development, Sales and Contract Management teams
- Customer Service and Order Management officers

TRAINER PROFILE : MR STEPHEN KUM



Mr Stephen Kum (MBA, USA) accredited trainer by HRDC. A fellow of The Institute of Freight Association, The Institute of Logistics & Transport, The Institute of Business Administration. Former Vice Chairman of the Persatuan Logistik Selangor and Co-founder of Global Logistician Network (GLN).

He has more than 30 years of hands-on experience in the fields of international trade, global procurement, freight management, logistics operation and supply chain management. His consultancy expertise relates to Incoterms contracting, trade documentation, import export risks management and cargo transportation strategies.

He was the Managing Director of Transatlas Cargo, a global logistics provider with network in UK, USA and Asia Pacific. Held various contractual senior positions as Country Manager of Esprit Shipping (HK), Sales Director with Karl Schroff Associates (US) and Business Development Manager with Port Cargo International (UK). Associated with Cambridge International College as their Course Examiner. As Program Consultant with Durham Logistics College and Resident Consultant with TPL Global Chain Management.

He has been involved in corporate training and competency development programs since 2002 for national corporations, industry associations and academy of learning excellence. Multinational companies and global market leaders including conference and forum organizers. His embassy clientele

includes trade divisions of Nigerian Embassy, Sudan Embassy and Royal Thai Embassy in Kuala Lumpur. He has developed Shipping program for Institute Technology Multimedia, Logistics program for Sentral City Institute, Freight management program for PSNB and Open University Malaysia. Developed post graduate courses in Supply Chain Management for Camden University and Export Management for Metropolitan University.

Participation Registration & Fee

Kindly email to marketing department at mytrain2@mytrainingmalaysia.com for latest participation fees. The Course Fee is fully claimable under HRD Corp Claimable Courses

Course is conducted through the following method

- 1. Public. Training Series**
- 2. Exclusive In House Training Series**

Registration via online can be done thru our website at www.eliteedge.com.my

ORGANISED BY

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