



**Confederation of Asia-Pacific
Chambers of Commerce and Industry**

**CACCI invites you to the Seminar on
(1) New Revision of the International Trade Terms**



What you need to know to make your international trade deal successful?

This one day training on Contract of Sale and ICC Rules Incoterms 2020 is a must for:

- exporters, importers and traders;
- carriers, freight forwarders, insurance companies;
- specialists in trade finance, bank risk managers, internal auditors;
- lawyers, advocates, academics;

The international commercial terms 2020 have been applicable starting January 1st 2020. Although changes are relatively small in comparison with the ones of 2010, however, detailing their specifications is a must in the international business world.

In fact, through this seminar exporters, importers, traders, specialists in logistics, cargo insurance, bankers and many other interested business people will keep safe themselves or their customers (buyer or seller) by knowing the right and most adequate advice/solution to the specific needs and therefore being protected against technical risks and ambiguities which frequently arisen.

The new Incoterms will be explained in detail, practical scenarios will be discussed. And most importantly your questions/worries will be answered and remedies will be outlined.

Major Outlines:

- **Understand the context in which the Incoterms® rules are used**
- **Define what the Incoterms® rules are, their use, and their legal framework**
- **List the Incoterms® 2020 rules and their main features**
- **Differentiate between the obligations under each of the Incoterms® 2020 rules**
- **Identify the Incoterms® 2020 rules to be used in various situations**

Seminar Language – English with no translation!

Learning objectives:

1. Introduce the main aspects of contract of sale, related risks, main problematic issues.
2. Familiarize participants with trade terms as per Incoterms and above all with new revision Incoterms 2020 – their practical impact on international trade and finance.
3. Learn about the relationship of payment terms to trade terms – Incoterms 2020.

Target group:

- corporate managers, traders, exporters, importers;
- carriers, freight forwarders, cargo insurers;
- bankers working in trade finance, particularly in documentary payments, guarantees and export/import finance departments;
- specialists in trade finance, front office bank specialists, relationship managers;
- bank lawyers, auditors, middle management, corporate banking managers;

Language: A good command of English is advised (if possible).

Trainer: Mr. Pavel Andrlé

- international trade finance advisor, consultant and trainer, founder & owner & director of Trade Finance Consulting, s.r.o.;
- a Secretary to the Banking Commission of ICC Czech Republic and also to Commission on Commercial Law and Practice of ICC Czech Republic;
- frequent DOCDEX Expert of ICC Centre for Expertise with ICC International Arbitration Court, ICC Paris;
- certified ICC trainer on Incoterms 2020;
- frequent writer of articles in leading trade finance magazines;
- author of leading books on documentary credit operations and other trade finance products.

Place & Date:

..... 2024 (one day) – in the form of seminar, from 09:00 till 17:00 hrs.

ADVANCED SEMINAR ON CONTRACT OF SALE & INCOTERMS 2020 ...2024

CONTENT

09:00 - 09:05 – Welcome remarks from the hosting organization

09:10 - 10:30 – Introduction: Main contract obligations of Seller and Buyer

- Outline of main risks in international trade
- Objectives of the contractual parties (Buyer and Seller) to a trade transaction and their relevance to Incoterms
- Main contract terms and conditions, Model contracts to learn from
- Delivery terms - best practices – Incoterms 2020
- Incoterms 2020 – what do they cover and what not?
- Incoterms 2020 as part of the contract of sale and relations with other relevant contracts
- Remedies for breach of contract, importance of force majeure clauses

10:30 - 10:45 – Tea/Coffee Break

10:45 - 12:00 – Delivery terms in detail – Incoterms 2020 Revision discussed

- Incoterms 2020 revision – changes in Incoterms 2020 explained
- Any mode or modes of transport trade terms in detail
- New FCA option – on board bill of lading – explained
- Practical experience with new Incoterms 2020 – focus on EXW, FCA, CPT, CIP, DAP, DPU and DDP, examples

12:00 - 13:30 – Lunch

13:30 - 15:00 – Delivery terms in detail – Incoterms 2020 Revision discussed

- Marine delivery terms in detail
- Traditional sea transport v. containerized shipments: FCA versus FOB, CPT and CIP v. CFR and CIF
- Cargo Insurance – main aspects to consider
- Institute Cargo Clauses A, B, C, additional risks covered
- Practical experience – focus on FAS, FOB, CFR and CIF, examples

15:00 - 15:20 – Tea/Coffee Break

15:20 - 16:30 – Delivery terms and Payment conditions in detail – important linkage

- Each delivery condition and its linkage to the payment conditions
- Cargo Insurance – main aspects to consider
- Incoterms 2020 and cargo insurance, Institute Cargo Clauses
- Incoterms and customs clearance
- Questions & Answers Session

16:30 - 17:00 – Questions & Answers Session

17:00 – Closing and Wrap up



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ADVANCED SEMINAR ON DEVELOPMENTS IN DEMAND GUARANTEES and STANDBY L/C WORLD

One day practical workshop!

(2) How to use guarantees and standbys properly?

Learning objectives:

1. Learn about recent developments in the demand guarantee practices regarding main guarantee operations, such as:
 - issuance, amendments, advising, examination of demands
 - termination, reduction, extension
 - common problematic situations and how to avoid them and solve.
2. Learn about new SWIFT messages for demand guarantees and standby letters of credit and how to use them properly.
3. Get familiar with ICC Rules for Demand Guarantees – URDG 758 and new ICC publication to supplement it and further elaborate on the URDG 758 rules: ISDGP (International Standard Demand Guarantee Practice) with many real life scenarios.

Target group:

- bankers working in trade finance, particularly in documentary payments, guarantees and export/import finance departments;
- specialists in trade finance, front office bank specialists, relationship managers;
- bank lawyers, auditors, middle level management, corporate banking managers;
- corporate managers, traders, exporters, importers.

Language: a good command of English is advised (if possible).

Trainer: Mr. Pavel Andrie

- international trade finance advisor, consultant and trainer, founder & owner & director of Trade Finance Consulting, s.r.o.;
- a Secretary to the Banking Commission of ICC Czech Republic and also to Commission on Commercial Law and Practice of ICC Czech Republic;
- frequent DOCDEX Expert of ICC Centre for Expertise, ICC Paris;
- certified ICC trainer on Incoterms 2020;
- frequent writer of articles in leading trade finance magazines;
- author of leading books on documentary credit operations.

Place & Date:

..... 2024 – in the form of seminar, from 09:00 a.m. till 17:00 p.m.

ADVANCED COURSE ON DEMAND GUARANTEES and STANDBYS

CONTENTS

08:30 – 09:00	Registration
09:00 – 10:15	Demand Guarantees v. traditional Guarantees (Suretyships), standby letters of credit • Examples of main situations when we use Guarantees and Standbys • Main difference between Independent (Demand) Guarantees and Suretyships • Main types of guarantees and where they are used: tender, advance payment, performance, warranty, payment guarantees • Importance of correct wording – examples, best practices
10:15 – 10:30	<i>Break</i>
10:30 - 12:00	Demand Guarantees subject ICC Rules for Demand Guarantees URDG 758 as further explained by ISDGP (International standard demand guarantee practice – new ICC Publication) • Applicability of URDG 758 and ISDGP, concept of ISDGP explained • Definitions in URDG and ISDGP explained • Issuance, Advising, Amendments, Presentations • Demands, Extend or Pay Demands • Examination of Demands and other presentations • Non-complying demands: Refusals, waiver, re-presentation • Clauses regarding coming into force, Reduction of amount • Clauses regarding Termination, Extension
12:00 - 13:00	<i>Lunch</i>
13:00 – 14:30	Demand Guarantees subject ICC Rules for Demand Guarantees URDG 758 as further explained by ISDGP • Payment, Transfer, Assignment of Proceeds • Force Majeure, Fraud, Injunctions, Sanction clauses • Common mistakes in practice
14:30 - 14:50	<i>Break</i>
14:50 – 16:00	Standby Letters of Credit – Rules and practice • Standby Letter of Credit, purpose, main character and features • Standby subject to UCP 600 – main issues to be aware of! • Standby subject to ISP98 – issues, main differences to UCP 600 • Questions & Answers
16:00 - 17:00	New SWIFT messages for Demands Guarantees and Standbys (used from November 2021) • New MT760 – Issuance of Demand Guarantee or Standby Letter of Credit • Other new SWIFT messages to be used for Demand Guarantees or Standby Letters of Credit explained • Electronic Domestic Guarantees – emerging practices and issues • Questions & Answers
17:00	Closing and Wrap up



**Confederation of Asia-Pacific
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ADVANCED SEMINAR ON PAYMENT AND SECURITY INSTRUMENTS IN FOREIGN TRADE, TRADE FINANCE

(3) How to secure your exports overseas?

One day practical workshop!

Learning objectives:

1. Getting familiar with main international payment conditions, their features, inherent risk, costs.
2. Learn how to use properly various payment and security instruments such as documentary credits, guarantees, standbys.
3. Become aware of the main techniques of financing provided under documentary credits such as pre-shipment and post-shipment finance.
4. Learning about various receivable finance techniques and how to use them effectively.
5. Being informed about recent developments and trends in the area of international trade finance.

Target group:

- bankers working in trade finance, particularly in documentary payments, export/import finance departments;
- specialists in trade finance, front office bank specialists, relationship managers;
- bank lawyers, auditors, middle level management, corporate banking managers;
- corporate managers and specialists, above all those working in sales, finance, treasury, legal departments, exporters, importers, traders, etc.

Language: A good command of English is advised (if possible).

Trainer: Mr. Pavel Andrlé

- international trade finance advisor, consultant and trainer, founder & owner & director of Trade Finance Consulting, s.r.o.;
- a Secretary to the Banking Commission of ICC Czech Republic and also to Commission on Commercial Law and Practice of ICC Czech Republic;
- frequent DOCDEX Expert of ICC Centre for Expertise with ICC International Arbitration Court, ICC Paris;
- certified ICC trainer on Incoterms 2020;
- frequent writer of articles in leading trade finance magazines;
- author of leading books on documentary credit operations and other trade finance products.

Place & Date:

.... 2024 – in the form of seminar, from 9:00 a.m. till 17:00 p.m.

ADVANCED COURSE ON TRADE FINANCE

CONTENTS

08:30 – 09:00	Registration
09:00 - 10:15	How to secure your exports using Documentary Collections? ○ Documentary Collection: features, operation, risk, cost ○ Collection terms D/P and D/A explained ○ Use of bill of exchange, proper issuance, endorsement, acceptance, payment, protest, avalisation ○ Use of payment guarantee or standby letter of credit to secure payment under collection ○ Practical experience with documentary collections ○ Questions & Answers
10:15 – 10:30	<i>Break</i>
10:30 – 12:00	How to secure your exports using Documentary Credits? ○ Documentary Credit: features, operation, risk, cost ○ Sight v. Usance Documentary Credits ○ Import Documentary Credit – application – proper conditions ○ Export Documentary Credit – proper terms and conditions ○ Documentary Credit as financing tool: negotiation, discounting, UPAS, forfaiting, pre-shipment finance ○ Questions & Answers
12:00 - 13:00	<i>Lunch break</i>
13:00 – 14:30	Documentary Credits in Practice ○ Documentary Credits – various situations, examples ○ Practical problems and how to deal with them ○ Updated ICC Publication: ISBP 821 explained ○ Questions & Answers
14:30 – 14:45	<i>Break</i>
14:45 - 15:45	Open Account Trading, Receivable Finance ○ Open Account Trading: features, operation, risk, cost, mitigants ○ Trade insurance: main features ○ Receivable finance: factoring, invoice discounting ○ Supply chain finance – main techniques ○ Beauty of receivable finance: cash flow impact – case study
15:45 - 16:00	<i>Break</i>
16:00 – 17:00	Trade Finance – New Developments ○ Digitalization of trade finance: case of electronic bill of lading ○ New Model law on Electronic transferable records, updated ICC Rules for electronic presentations under documentary credits: eUCP v. 2.1 ○ Trade finance digital platforms: examples of successful live platforms ○ Questions & Answers
17:00	Closing and Wrap up



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ADVANCED SEMINAR ON INCOTERMS 2020 AND THEIR LINKAGE TO DOCUMENTARY CREDITS

(4) Updated ICC Publication ISBP 821 explained!

One day practical workshop!

Learning objectives:

1. Getting familiar with new Incoterms 2020 in relation to standard documentantion and international payment conditions, above all documentary credits.
2. Learn about main documentary credit operations related to import credit functions such as:
 - application to issue documentary credit,
 - issuance: SWIFT messages, many practical examples, amendments;as well as export documentary credit operations such as:
 - advising, confirmation, examination of documents,
 - common problematic situations and how to avoid them and solve.
3. Become aware of the main techniques of financing provided under documentary credits such as pre-shipment and post-shipment finance.
4. Learning about examination of documents under documentary credits according to UCP 600 & ISBP 821 with many real life scenarios.

Target group:

- bankers working in trade finance, particularly in documentary payments, export/import finance departments;
- specialists in trade finance, front office bank specialists, relationship managers;
- bank lawyers, auditors, middle level management, corporate banking managers;
- corporate managers, traders, exporters, importers.

Language: A good command of English is advised (if possible).

Trainer: Mr. Pavel Andrie

- international trade finance advisor, consultant and trainer, founder & owner & director of Trade Finance Consulting, s.r.o.;
- a Secretary to the Banking Commission of ICC Czech Republic and also to Commission on Commercial Law and Practice of ICC Czech Republic;
- frequent DOCDEX Expert of ICC International Arbitration Court, ICC Paris;
- certified ICC trainer on Incoterms 2020;
- frequent writer of articles in leading trade finance magazines;
- author of leading books on documentary credit operations and other trade finance products.

Place & Date:

.... 2024 – in the form of seminar, from 9:00 a.m. till 17:00 p.m.

ADVANCED COURSE ON INCOTERMS AND DOCUMENTARY CREDITS

CONTENTS

08:30 – 09:00	Registration
09:00 - 10:15	Incoterms 2020 Revision - delivery terms for any mode of transport ○ EXW, F-Terms: proper documentation discussed ○ New FCA option – when on board bill of lading is requested - explained ○ C -Terms: proper documentation discussed ○ D -Terms: proper documentation discussed ○ Questions & Answers
10:15 – 10:30	<i>Break</i>
10:30 – 11:40	Incoterms 2020 Revision - delivery terms for sea transport ○ Marine delivery terms: FAS, FOB, CFR and CIF: proper documentation discussed
11:40 – 12:00	Delivery terms in relation to payment terms ○ Relationship between payment terms and trade terms ○ Documentary Credits and Incoterms 2020 – what are the possible issues?
12:00 - 13:00	<i>Lunch break</i>
13:00 – 14:15	Documentary Credit Cycle, Obligations of Banks, Import Documentary Credits in Practice, UCP 600, ISBP 821 ○ Documentary Credit Cycle: issuance, advising, confirmation, amendments, drawings, settlement ○ Proper issuance – main mistakes in practice from the Importer's perspective ○ Understanding Application to issue Documentary Credit – Case Study ○ Proper Documentary Credit conditions in relation to transport and insurance documents, practical issues, examples, mistakes to avoid
14:15 – 14:30	<i>Break</i>
14:30 - 15:45	Import Documentary Credits in Practice, UCP 600, ISBP 821 ○ Understanding Documentary Credit conditions: proper v. incorrect conditions ○ MT700 – Issuance of Documentary Credits – what you need to know: common mistakes, pitfalls to avoid ○ Documents required – practical advice, more complicated cases ○ Documentary Credit terms and conditions – Advanced case Study
15:45 - 16:00	<i>Break</i>
16:00 – 17:00	Export Documentary Credits in Practice, UCP 600, ISBP 821 ○ Focus on Advising, Confirmation, Amendments ○ Export Documentary Credits conditions, common problems and mistakes from the Exporter's point of view ○ Examination of Documents under Documentary Credits ○ Questions & Answers
17:00	Closing and Wrap up



COURSE FACILITATOR

Mr. Pavel Andrlé, BSc., LL.M is well established international trade finance advisor, consultant and trainer, founder & owner & director of Trade Finance Consulting, s.r.o., a consulting company. He is also a **Secretary to the Banking Commission of ICC Czech Republic** which he regularly represents at the ICC Banking Commission meetings abroad. He chaired the working groups of ICC CR which revised translations of UCP 500, UCP 600, eUCP, ISP98, URDG 758 and other Banking Commission documents into Czech language. He has been deeply involved in the revision of UCP as **a member of UCP 600 Consulting group** being formed by over forty experts from all over the world.

He was involved in development of URBPO as a member of the ICC Banking Commission **Consulting group on BPO**. Nowadays, he is a member of ICC **Task Force on Guarantees**, also a member of the new **Global Supply Chain Finance Forum** (which includes former ICC Banking Commission Consulting group for Forfaiting which developed ICC rules for Forfaiting in cooperation with former IFA, today's ITFA). **In years 2010-2011 he also served as a member of the ICC Banking Commission Group of Experts which drafted the official ICC Banking Commission Opinions on ICC Rules.**

Mr. Andrlé worked closely with Mr. Miroslav Subert, a member of the Incoterms 2010 Drafting Group, during the revision of Incoterms and has cooperated in the official translation of Incoterms 2010 and 2020 into Czech language. He has been also involved in the revision of Incoterms 2020. He has delivered numerous seminars on Incoterms 2000, Incoterms 2010 and recently on Incoterms 2020, both in Czech Republic and abroad. **He is a certified ICC trainer on Incoterms 2020.** In October 2014, Mr. Andrlé was appointed as a Secretary to the Commission on Commercial Law and Practice of ICC Czech Republic.

Mr. Pavel Andrlé is an international trade and finance consultant and lecturer. He has worked for a number of leading local and international banks in various positions (for instance as trade finance specialist, head of trade finance, trade finance risk manager, in-house trainer). Frequent Lecturer in Documentary Credits, Bank Guarantees & Trade Finance for the Banking Institute, Institute of Foreign Trade Transport & Forwarding, ICC CR and Chamber of Commerce of Czech Republic. He is a regular facilitator in seminars abroad in English for ICC National Committees, bank associations, training institutes and chambers of commerce world-wide.

Mr. Andrlé has conducted seminars held in more than 65 countries of the world, among them: Bangladesh, Cambodia, Vietnam, India, Sri Lanka, Nepal, China, Philippines, Singapore, Sierra Leone, Zambia, Uganda, Ghana, South Africa, Nigeria, Albania, Poland, Serbia, Bulgaria, Romania, Slovakia, U.K., Ireland, Lithuania, Latvia, Malta, Georgia, Croatia, Turkey, Russia, Mongolia, Uzbekistan, Azerbaijan, UAE, Trinidad and Tobago, Dominica, etc. He is author of the publication „*Documentary Credits – a Practical Guide*“ published by Grada Publishing, a.s. (7 editions). He has written a „*Commentary to UCP 500 in the light of ISBP and other ICC Banking Commission documents*“ and „*Commentary to UCP 600*“ published by ICC CR (all in Czech language). He wrote book on „***Examination of documents under Documentary Credits***“ which has been published in two editions (in English language). Most recently (Feb. 2021) he published another English book „***Documentary Credits in Practice***“.

He is appointed ICC CR expert to reply to enquiries related to Documentary Credits and Trade and Structured Finance – development of technical assistance consultancy services of ICC CR to banks, carriers, insurance companies and traders. It includes advisory services and in-house technical assistance in banks and companies. He is a frequent DOCDEX Expert of ICC Centre for Expertise with ICC International Arbitration Court, ICC Paris, also an arbitrator with Vilnius Arbitration Court, Lithuania. He has been active trainer under Global Trade Finance program of IFC (International Finance Corporation – a member of World Bank Group). He has delivered trainings and/or consultancy services to many other DFIs (developing financial institutions).

In November 2018 he joined DCW (Documentary Credit World, the world leading magazine on documentary credits, standbys and guarantees) Editorial Advisory Board. Mr. Andrlé also serves at the lead tutor in the Finance of International Trade with the *electronic* Business School International. He is also Business Development director with TradeAssets, blockchain based digital platform for distribution of trade assets.

More about his activities and his contact details can be found at www.tradefinanceconsulting.com.

Sharing of Responsibilities and Costs Between Mr. Pavel Andrlé, CACCI and the Host Chamber for the Joint Seminars on International Trade Terms

Sharing of responsibilities and costs between Mr. Pavel Andrlé, CACCI and the host chamber is as follows:

1. **Mr. Pavel Andrlé** will:
 - a. Join the seminars and share his expertise and answer questions from the participants.
 - b. provide materials in electronic form (to be printed) required to facilitate the conduct of the seminars.
2. **CACCI** will:
 - a. pay for the round-trip airfare ticket of Mr. Pavel Andrlé; and
 - b. coordinate with the host chamber on the date and timing of the seminar sessions.
3. The **host chamber** will:
 - a. undertake promotional efforts to ensure good attendance. These include the printing of brochures to be sent along with transmittal letters to possible participants who will come primarily from the host city;
 - b. provide seminar facilities such as meeting room for the seminars, projection facilities, and photocopying machines to reproduce documentation as may be needed;
 - c. arrange and pay for decent hotel room accommodation for Mr. Pavel Andrlé (approximately for no more than **three nights in each city**);
 - d. pay for Mr. Pavel Andrlé's per diem and fees, which should amount to no more than **US\$500 (net) per day in each city**;
 - e. provide for the local transportation of Mr. Pavel Andrlé;
 - f. invite **local** speakers to provide the local perspectives on the subject matter, and cover the attendant costs in inviting them; and
 - g. arrange and provide for at least one lunch and two coffee/tea breaks with light snacks (one in the morning and another one in the afternoon) for the participants.



RESPONSE FORM

Mr. David Hsu
Director-General, CACCI
7F-2, No. 760 Bade Road, Section 4
Taipei 10567, Taiwan
Fax: (886 2) 2760-7569
E-mail: cacci@cacci.biz

Dear Mr. Hsu,

With reference to your letter on the proposed **CACCI Seminars on International Trade Terms**, we wish to inform you that:

_____ We are interested in hosting the said seminars under the cost-sharing arrangements outlined in Annex 1 of your letter.

As for the seminars' date, we prefer to host them on *(please write "1" for your first preference and "2" for your second preference, and indicate the specific dates)*:

Option 1 – Date: _____ 2024

Option 2 – Date: _____ 2024

Remarks (if any)

Date: _____

Submitted by: _____
Signature above printed name

Name of Chamber