DSEI03 – International Trade Procedures and Documentation

Masters of Commerce
Semester III
DSE – Elective Paper
International Trade Procedures and Documentation

Course Type/ Course Code	Course Title	Lectures	Tutorials	Practical	Credit	Pre-requisites
DSEI03	International Trade Procedures and Documentation	3	1	0	4	NIL

Objective: The objective of this course is to familiarize students with the procedures, documentation, and regulatory framework governing international trade. It aims to provide a comprehensive understanding of the practical aspects of export and import operations, including documentation, financing, insurance, and trade facilitation. The course also seeks to build analytical and procedural competence for handling real-world trade transactions within the framework of Indian and international trade laws.

Learning Outcomes: After completion of the course, learners will be able to:

- Analyse the conceptual and regulatory framework of international trade;
- Explore the export-import procedures and documentation;
- Acquaint themselves with shipping, customs, and insurance formalities;
- Appreciate the role of institutions and incentives in promoting India's foreign trade;
- Acquire insights into emerging trends and technologies in trade documentation and compliance.

Contents:

Unit I **(10 Hours)**

Global trade environment and regulatory framework; Role of international organizations; India's Foreign Trade Policy (FTP); Role of DGFT and allied agencies; Institutional support to exporters and importers – FIEO, EPCs, ECGC, EXIM Bank; Legal framework governing foreign trade.

Unit II **(12 Hours)**

Export trade procedures; Export contract-essential elements, Processing of export orders, quality control and inspection; Export finance; Role of commercial banks and EXIM Bank; Import procedures – import licensing, letter of credit, bill of entry and customs clearance; Import financing and exchange control; Incoterms; Role of freight forwarders, customs house agents and shipping companies.

Unit III **(11 Hours)**

Shipping documents – types and importance; Customs documentation and clearance procedure for exports and imports; Export and import documentation; Marine insurance in foreign trade-procedure for claims; Electronic Data Interchange (EDI) and digital documentation; Risk management in international trade.

Unit IV **(12 Hours)**

Export promotion measures and schemes in India – Duty Drawback, EPCG, MEIS/RODTEP; Role of SEZs and EOUs in trade promotion; International payments and settlement – instruments and modes; FEMA regulations and compliance; WTO provisions on trade facilitation and documentation simplification; Trade logistics and infrastructure reforms; Emerging trends in international documentation – paperless trade, blockchain applications and e-certification.

Tutorial Exercises: The students shall be asked to:

- Analyze the procedural steps for customs clearance of imported machinery.
- Prepare a short report on India's current Foreign Trade Policy (FTP) and its implications for exporters.
- Compare Incoterms 2010 and Incoterms 2020 and explain their practical implications in trade contracts.
- Visit a local export house or freight forwarder and prepare a report on trade documentation practices.

Suggested Readings:

- Cherunilam, F. (2022). *International Business: Text and Cases.* PHI Learning, New Delhi.
- Taneja, N., & Myer, R. (2021). *International Trade and Economic Development.* Himalaya Publishing House.
- Government of India. *Foreign Trade Policy (FTP) and Handbook of Procedures*, DGFT, Ministry of Commerce and Industry.
- *OECD Trade Facilitation Indicators and WTO Trade Facilitation Agreement Documents.*