

HOW TO PASS – CDCS EXAMINATION?

(UCP600, ISBP821, Incoterms® 2020, URR725, ISP98)

CDCS Preparatory Classes – Level 1 (5 Classes) Training Programme No: 10001230867

CDCS Preparatory Classes – Level 2 (7 Classes) Training Programme No: 10001231067

The registration, study materials and examination fees payable to LIBF,
100% borne by Trade Quest Management Sdn Bhd

Special Arrangements for CDCS Preparatory Classes



Preparatory Classes for CDCS® Examination

Certificate for Documentary Credit Specialist (CDCS®)

We are ready to assist you to pass the CDCS® Examination.

Overview

The CDCS is a qualification that is recognised worldwide as a benchmark of competence in documentary credits.

It enables documentary credit practitioners to demonstrate practical knowledge and understanding of the complex issues associated with documentary credit practice.

Studying CDCS will enable you to understand:

- Documentary credits - types, characteristics and uses, including standby credits.
- Rules and trade terms, including UCP 600, ISP98, ISBP 821, Incoterms® 2020 and URR 725.
- Parties to documentary credit transactions and their roles and obligations.
- Types and methods of payment / credit used in documentary credit transactions, including the concept of autonomy.
- Types of transport, commercial and financial documents used in documentary credit transactions.
- Risk issues, including types of risks, control and possible mitigations.
- Related products, including letters of indemnity, air way releases and steamship guarantees.
- Implications of breaching rules including money laundering and terrorist financing.

Why Study CDCS?

- It enables you to demonstrate a level of expertise in documentary credits that is recognised worldwide.
- It improves their knowledge and understanding of the complex issues associated with documentary credit best practice.
- It helps develop the skills to apply knowledge in the workplace and to perform at a high level.
- It gives you the right to add the professional designation 'CDCS' after their name for the three year validation cycle.
- It improves career and promotion prospects.

For more detail please visit <http://cdcs.libf.ac.uk/overview>

Organized by Certified Training Provider



TradeQuest
MANAGEMENT SDN BHD

The London Institute
of Banking & Finance

The London Institute
of Banking & Finance

Accredited CDCS®
Learning Support Provider

Accreditation statement:

This learning support is accredited by The London Institute of Banking & Finance as being appropriate additional resource for students undertaking its CDCS® qualifications.

The London Institute
of Banking & Finance

Qualified Trade
Finance Specialist



100% HRD Corp
Claimable Course



Please email your completed registration form to wana@tradequest.com.my or fax it to +607-4332888.

Organizer : **TRADE QUEST MANAGEMENT SDN BHD** - Lines to Call: +6016-753 3763 or +6012-784 8988

Learning Objectives

Upon completion of the programme, participants will be able to:

- Understand the characteristics and uses of Letter of Credit.
- Apply the following rules and applications; UCP600, Incoterms® 2020, ISBP821, URR725, ISP98 and eUCP.
- Distinguish between the different types of payment method and credit, the roles and obligations of parties involved and the documents and related products used in documentary credit transactions.
- Apply the rules, standards, guidelines and trade terms used in and identify the risks and problems that can affect documentary credit transactions.
- Apply appropriate rules and trade terms to the management of documentary credit transactions.
- Check the accuracy of documents used in documentary credit transactions.
- **Be prepared for the CDCS Examination now available on Demand.**

Learning Contents

Pre Assessment on CDCS requirements

Letter of Credit – An in-depth Understanding and Applications

Incoterms 2020 – Clear Understanding and Applications.

Level 1:

- Topic 1: The history and use of documentary credits
- Topic 2: The role of the ICC and the development of the UCP
- Topic 3: Roles and responsibilities - defining terms and conditions
- Topic 4: Documentary credits and other methods of settlement
- Topic 5: The sale contract
- Topic 6: Pre-issuance considerations and requirements
- Topic 7: Issuing a documentary credit
- Topic 8: Amendments from an issuing bank perspective

Level 2:

- Topic 9: Advising a documentary credit
- Topic 10: Confirming a documentary credit
- Topic 11: Advising amendments to a beneficiary
- Topic 12: Document characteristics and preparing documents
- Topic 13: Examining documents
- Topic 14: Examining transport documents
- Topic 15: Examining insurance, financial, commercial and official documents
- Topic 16: The role of the nominated bank
- Topic 17: Honour or negotiation
- Topic 18: Refusing documents

Level 2:

- Topic 19: Transferable documentary credits, back-to-back documentary credits and assignment of proceeds
- Topic 20: Selected features and conditions of documentary credits
- Topic 21: Standby letters of credit
- Topic 22: Bank-to-bank reimbursements and reimbursement from multilateral development finance institutions
- Topic 23: eUCP version 2.0
- Topic 24: Dispute resolution
- Topic 25: Overriding considerations

Why take the Preparatory Classes from Trade Quest Management Sdn Bhd?

**The registration, study materials and examination fees payable to LIBF,
100% borne by Trade Quest Management Sdn Bhd**

Upon completion of the Level 1 and Level 2 of CDCS Preparatory Classes (100% Attendance), Trade Quest Management Sdn Bhd undertake to do the followings:

- **Registration with LIBF – The London Institute Banking and Finance**
- **Pay the Examination Fees payable to LIBF (currently GBP695 per participant)**

The online training provide the candidates the following benefits:

- Candidates will be given Self Study guideline with time lines.
- Candidate will be guided “what to cover” and “when to complete” each topic.
- Training materials will be given to the candidates especially on those areas need to focus.
- Candidates will be directed to focus on specific areas in order to maximise the passing rate.
- Each chapter assessment as per the CDCS latest syllabus.
- **Additionally, we provide 24 Hours support via E-mails & Whatsapp.**
- 5 Assignments.
- **3 Mock Examinations** to strengthen the candidates abilities.
- Short questions to test the understanding and applications of UCP600, ISBP821, Incoterms® 2020,eUCP, URR725 & ISP98.
- Assessor feedback from time to time on short questions.
- Sufficient exercises and practices to make the candidate possible to pass the papers.
- Assessor feedback on marked assignments and Mock Examinations.
- **8 Document Checking exercises to strengthen Section B** of the examination.
- Analysis on candidates to the HOD on the progress made by the each candidate on bi-weekly basis (for employer - optional).
- Candidates are managed by senior & qualified trainers who are well verse with the CDCS examination requirements.
- Well-structured training during the weekends for working candidates.

For in-house programme, please call Mr.Imran at +6 016-7533763 for detail.

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Expert Course Director



Haji Muhammad Imran Raja

[AIBM (Sr), MBA Finance (MMU), CDCS, CSDG, CTFC, QTFS, MLIBF]
mdimran@tradequest.com.my



*Certified Documentary Credit Specialist, **CDCS***
Certificate for Specialists in Demand Guarantee, CSDG
Certificate in Trade Finance Compliance, CTFC
*Qualified Trade Finance Specialist, **QTFS***
Certified Trainer for HRDF (Human Resource Development Fund)
Diploma in Banking and Finance offered by IBBM
Diploma for Qualified Trade Finance Specialists (QTFS)
MBA Finance by Multimedia University (MBA Finance)
*Advisor for Special Project on Certified in Document Checking Specialist, **CiDCS***
Appointed member of Disciplinary Board for BAR Council Malaysia
Associate Member of Association of Shariah Advisors in Islamic Finance Malaysia
Founder for Special Project on Certified Trade Finance Specialist, CTFS
Member of ICC Malaysia
Member of ICC Malaysia - Banking Accreditation Committee
Member of ICC Malaysia - Banking Technical Committee
Member of Technical Advisory Briefing
Member of the London Institute of Banking & Finance, MLIBF
Panel Reviewer for Professional Banker Examination by AICB, Asian Institute of Chartered Bankers
Panel Trainer for IBFIM, Islamic Banking & Finance Institute Malaysia
Panel Trainer for Professional Banker Qualification for AICB, Asian Institute of Chartered Bankers
Panel Trainer for training programmes for ABS, Asian Banking School Sdn Bhd
Senior Associate of Institute Bankers of Malaysia, AIBM (Sr)

He is a Certified Documentary Credit Specialist (CDCS), Certified Specialists in Demand Guarantee (CSDG), Certified Trade Finance Compliance (CTFC), Qualified Trade Finance Specialist (QTFS) and a Senior Associate of IBBM. He also holds a Master Degree in Business Administration specializing in Finance from the Multimedia University. In addition, Mr. Imran has been appointed as Member of the Investigating Tribunal Panel for Advocates & Solicitors Disciplinary Board (Bar Council Malaysia) since 2005.

Haji Imran has more than 28 years of experience in the banking and finance industry.

He is a current practitioner and has vast experience in conducting various in-house and public programmes on Letter of Credit, Maximise use of Trade Finance Facilities, Operational Issues on Bills of Lading, Demand Guarantees, How to an Effective Trade Managers, Risks in International Trade Finance, Structured and Warehouse Trade Financing, Certified Documentary Credit Specialist in International Trade Finance and many more. He had conducted numerous trade finance programmes for financial institutions, banks, MNCs and SMEs. He uses mind mapping, practical examples and accelerated learning methods in his training.

He has worked with various international banks since 1990 which includes Bank of New York, HSBC and SCB. He was appointed as Head of Training and Development for Scope International (M) Sdn Bhd in order to set-up the TTD (Technical Training & Development). As the Senior Manager he has managed Trade Businesses Operations covering Asia Pacific region, Oman, Qatar, UK and US. Based on his exposure and experience, he has developed the Certified Trade Finance Specialist for practioneers to acquire competencies, knowledge and securing a job in Trade Services related industry.

Additionally, Haji Imran is a panel trainer for Asian Banking School Sdn Bhd (previously known as Institute Bankers Malaysia since 2000) and panel reviewer and trainer for Professional Banker qualifications. He also acts as a Special Advisor for Fadilah & Hood, a local law firm, in the areas of International Trade Finance and Banking Operations.

Trade Quest Management Sdn Bhd (TradeQuest) awarded as **ALSP**

- Accredited Learning Support Provider by LIBF, London Institute Banking and Finance, UK.

The London Institute of Banking & Finance

Accredited CDCS® Learning Support Provider

Accreditation statement:

This learning support is accredited by The London Institute of Banking & Finance as being appropriate additional resource for students undertaking its CDCS® qualifications

“ We’re very pleased to announce Accredited Learning Support Provider (ALSP) status to **Trade Quest Management Sdn Bhd**, the first CDCS® training provider to achieve such recognition. ALSP status confirms that the learning content and delivery meets all our required Quality Assurance standards for effective learning. ”

- **Alex Gray, Head of Trade and Transaction Banking, The London Institute of Banking & Finance**

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Programme Registration Form

TradeQuest undertaking for the registration, study materials and examination fees payable to LIBF, The London Institute Banking and Finance subject to the following terms and conditions:

TERMS & CONDITIONS

1. Participant MUST complete the CDCS Preparatory Classes of Level 1 and Level 2. Full attendance is a MUST.

2. Subject to grant approval from HRD Corp.

3. Once participant has completed Level 1 and Level 2 programme, TradeQuest will manage the registration, study materials (latest) and pay the examination fees of GBP655 to LIBF – The London Institute Banking and Finance. The entire cost (related to LIBF) to be borne by TradeQuest.

4. The fees includes the 6% SST.

5. If participant has left the organization during the programme (Level 1 and/or Level 2), the participant personally liable to pay the said amount.

6. For attendance which has recorded below 75% under HRD Corp grant, we will invoice the said amount to the employer accordingly.

7. For Absent and Non-attendance cases by the participant, we will invoice the employer accordingly.

8. A minimum of 10 participants require to start the programme.

9. All pricing are based as per HRD Corp cost matrix.

10. For non-HRD Corp grant cases, payment to be received by TradeQuest before we commence the programme.

11. We accept LOA/LOU from banks in lieu of HRD Corp grant. No refund will be made however, we welcome a substitute participant if the nominated participant not able to attend and/or complete the programme.

12. HRD Corp grant claim(s) are done in stages ie. upon completion CDCS Preparatory Classes Level 1 and Level 2 accordingly in order to be fair to all parties.

CONFIRMATION

We will issue you an email to confirm receipt of your registration form followed by an invoice.

An email notification with the programme details will be sent nearing the scheduled programme date.

IDENTIFYING INFORMATION

Information collected in this form is used for registration and training purposes by Trade Quest Management Sdn Bhd.

NON-ATTENDANCE

We welcome a substitute participant if the nominated participant not able to attend the programme.

TRADE QUEST MANAGEMENT SDN BHD RIGHTS AND RESPONSIBILITIES

Trade Quest Management Sdn Bhd reserves the right to change, reschedule or cancel a programme if necessary. In such a case, we will make every effort to notify you and arrange for refund where applicable.

Please return your completed form by email to wana@tradequest.com.my or fax it to **+607-4332888**

PROGRAMME DETAILS

Programme name: **CDCS Preparatory Classes - Level 1 (5 Classes)**
CDCS Preparatory Classes - Level 2 (7 Classes)

Date: _____

Venue: _____

Please register the following participant(s). (If space is insufficient, attach a separate list)

No.	Name	Designation	H/P No.	Email
1.				
2.				
3.				
4.				
5.				

PAYMENT

By bank transfer

Please ensure that you send a copy of the pay-in slip / remittance advice along with a copy of the completed Registration Form by fax to 07-4332888 or email to wana@tradequest.com.my

Bank Account details:

A/C Name : Trade Quest Management Sdn Bhd

Address : 178, Jalan Rugayah, 83000 Batu Pahat, Johor.

A/C No. : **888-101-380820-8**

SWIFT : ARBKMYYKL

Bank : AmBank Islamic Berhad

HRD CORP CLAIMABLE COURSE SCHEME BY PSMB.

CDCS Preparatory Classes - Level 1 (Training Programme No: 10001230867)

Note: Please be guided by HRD Corporation instructions on training grant applications.

HRD CORP CLAIMABLE COURSE SCHEME BY PSMB.

CDCS Preparatory Classes - Level 2 (Training Programme No: 10001231067)

Note: Please be guided by HRD Corporation instructions on training grant applications.

Trade Quest Management Sdn Bhd undertakes to bear the registration, study materials and examination fees payable to LIBF for those who have completed 100% attendance in CDCS Preparatory Classes Level 1 and Level 2.

Course fees : RM _____ + 6% = RM _____

Note: _____

CANCELLATION POLICY: Cancellation must be in writing to Trade Quest Management Sdn Bhd. Registration may be transferred to another person at no extra charge.

The refund policy is: Within 2 days of event - no refund. Between 3-6 days - 50% refund. 7 days prior to event - full refund.

Submitted by the authorized person:

Name : _____ Designation : _____

Company : _____

Address : _____

Tel No. : _____ E-mail : _____

We hereby agreed to the terms and conditions mentioned herein.

Authorize Signature(s) and Company Rubber Stamp

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