

**Admission  
going on for  
January-2024  
Intake**

# Certified Expert in Trade Services (CETS)

**Two Intake in a Year  
January & July**

**Maximum 30 Participants for each Intake**

**For Registration**



## About the Program

Offering effective and efficient trade services is becoming challenging day by day. 'Certified Expert in Trade Services (CETS)' has been introduced to enhance capacity of the banking sector of the country by creating expert human resources in the area of trade services.

It is a six months program that Includes two modules; three months online and three months on-campus.

## Who is CETS for?

- Trade Professional Working in Trade Operations Team and Compliance Team of Banks
- Relationship Managers at any Level or Department of Banks
- Bankers Working in Credit and Investment Department or Unit
- Trade Consultants and Logisticians
- Commercials and Merchandisers in Trade Services
- Anybody Willing to Gain Knowledge and Skill in Trade Services in Global and Bangladesh Context

## Why CETS?

CETS will improve knowledge and understanding a level of expertise in the trade operations in the workplace and to perform at a high level in your organisation

## KEY CONTENTS

### ONLINE PART

Domestic Guidelines on Trade Services, Bangladesh Bank Guidelines for Trade Transactions and Reporting, Export Policy and Import Policy Order, Acts Related with Export Processing Zones (EPZ) and Economic Zones(EZ), Policy for Offshore Banking, Customs Act, Trade based money laundering guideline etc.

### ON-CAMPUS PART

Basic of International Trade, International Trade Payment Methods, Sales/Purchase Contracts in Trade, ICC Publications on Trade Services such as UCP, URC, Incoterms®, Standby LC and Demand Guarantee, Examining and Handling Documents in International Trade Payment, Trade Financing, International Factoring, Off-Shore Banking, Role of Different Stakeholders in Foreign Direct Investment, Exchange Rate Management and Foreign Exchange Market, Trade Services in EPZ and EZ, Handling Cash Incentives, Reporting, Monitoring, Capacity Development and Leadership in Trade Services in Bangladesh.

### Methods:

Self-Reading of E-Learning Materials, Lecture, Case Study, Simulation, Group Discussion, Panel Discussion by top Executives

### Evaluation Process:

Assignments, Online Quizzes, Case Analysis, Presentation, Paper Based Final Examination and Viva Voce

**COURSE FEE: 50000 BDT PER PARTICIPANT**



**Bangladesh Institute  
of Bank Management**

## GET IN TOUCH WITH US

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