

**Course Title: Export and import procedure and Documentation Course Code:11BC4xF4**

**Objective:** the main objective of the course is to acquaint the student with the Export and Import policies and procedures.

**Unit I: Introduction to Trade**

Introduction to foreign Trade – moving from domestic trade to global trade, benefits and limitations of international trade-differences between home trade and foreign trade, foreign trade policy 2004-09 and 2009-14, WTO agreements-foreign exchange risk.

**Unit II: Import trade procedures**

Government policy for import, import of capital goods, both new and second hand important under (EPCG) scheme, import of raw material, obtaining import license, financial arrangements from foreign exchange banks, preparation of relevant documents, clearing of goods, deliver to bonded warehouse, Marine Insurance, various types of policies.

**Unit III: Export Trade Procedure**

Selection of customers, friendly negotiations, pricing of exports, advertisement campaign, India's exports, service exports, export marketing documentation, instruments of payments, physical exports, obtaining export license, FEMA guidelines for exports, EXIM policy and export formalities.

**Unit IV: Licensing policy**

Export licensing policy, import licensing policy, balance of trade, balance of payments accounting of foreign exchange transactions in the books of exporter and importer (problems).

**Unit V: Globalization:**

International business environment, development of world trading system, instruments of international trade policy, international monetary and financial system, export processing zones (EPZ), Special Economic Zones, various forms of international business.

**Text book:**

1. International Business Management, Bholeanath Dutta, Excel Books.
2. P.K.Vasudeva, International Trade, Excel Book

**References:**

1. Dr. Ram. Singh, International Trade Operations, Excel books.
2. Aseem Kumar, Export and Import Management, Excel books.