

The opportunities for importing and exporting have never been greater,

**BUT** the details involved in these operations have never been more complex!

Master and use effective import/export procedures to get your products to and from customers and suppliers on time and hassle-free—and protect your company's investment!



*Documentation is a key means of conveying information from one person or company to another, and also serves as permanent proof of tasks and actions undertaken throughout the export process. Documentation is not only required for your own business purposes and that of your business partner, but also to satisfy the customs authorities in both countries and to facilitate the transportation of and payment for goods sold.*

## MALAYSIA IMPORT EXPORT PROCEDURES & DOCUMENTATIONS

### OBJECTIVE

To enlighten the business community particularly those involved in importation / exportation as to the relevant customs procedures. The Seminar will highlight the relevant provisions of the Customs Act to enable the business to conduct their business in an orderly and efficient manner and to highlight the electronic application in import & export procedures.

### KEY CONTENTS

- Customs Legislations – Acts, Regulations & Orders
- Customs Organizational Systems
- Import & Export Procedures
  - Legal landing place & methods
  - Inward & outward manifests, and outturn certificates
  - Import & Export declaration forms and supporting documents
  - Claim for preferential tariff and certificate of origin - MPFTA, ACFTA, MJEPFA, AKFTA, AANZFTA, AIFTA
  - Rules of Classification & Valuation
  - Claim for Exemption under CD (E) O 2008
  - Examination and Assessment
  - Payment of duty & release
  - Warehousing goods and its release
  - Facilities for rapid clearance
  - Refund / Drawback of duties paid
- Payment of duty under protest
  - Section 13 Under customs Act 1967
- Import Export prohibition Orders 2008
  - Category of goods absolutely / conditionally prohibited from imp/export
- Post import activities
- Transshipment / Transit procedure
  - Meaning of transshipment and in transit
  - Movement of goods over principal Customs Area
  - Meaning of transshipment and in transit
- Movement of goods over principal Customs Area
  - Movement to an Inland customs station
  - The use of customs form no 8 & its procedure
- Transportation Procedure
  - Movement of goods within and between territories
  - Use of bank guarantee and general bond
  - Customs (restriction of movement) Order 2000
  - The use of customs form 3 & procedures
- Customs procedure in Labuan / Langkawi
  - Legislation
  - Special Provisions
  - Import Procedures
  - Export Procedures
  - Control Over cigarettes & liquor
  - Drawback
- Import export procedures in free zone

February

2012

20 & 21 February 2012 (Mon & Tues) TIME 9am - 5pm VENUE Eastin Hotel, Petaling Jaya

- Import Export procedures for defective goods
- Customs declaration forms / composite forms (JKED 1 – JKED 5)
- Procedures as to survey on damaged goods and goods short landed
- Use of bank guarantee, General Bond (K18) and other kinds of security
- Customs Facilitations
  - Customs Information System (SMK)
  - e-Permit
  - e-Manifest
  - e-Declaration
  - e-Payment (EFT)
  - e-Release (GCS)
  - Vehicles Information System (e-VIS)
  - Container Security Initiative (CSI)
  - Customs Golden Client (CGC/AEO)
- Offences & penalties
- Customs appeal Tribunal and advanced customs ruling
- Conclusion

## HOW WILL YOU BENEFIT?

- Understand the latest customs import & export procedures
- Understand the various customs forms / composite forms and its use
- How to deal with assessment, Clarification, Refund & Drawback
- Problems normally associated with imports & exports and how to overcome them

## TRAINER'S PROFILE

**P. Nadaraja** was formerly with the Royal Malaysia Customs (1981-1997) as a Senior Officer of Customs having served in various units and his key areas of focus includes customs administration, import and export procedures, classification, valuation, licensing and compliance matters. He possesses an in-depth knowledge of various customs legislations including Customs Act, Sales Tax Act, Service Tax Act, Excise Act and other subsidiary legislations. He has vast experience in Customs matters and has been a guest lecturer at the Royal Malaysia Customs Academy in Malacca on various occasions to deliver lectures on various aspects of Customs laws and procedures. In 1997 he left the Customs Department on optional retirement for private practice as an Advocate and Solicitor.

He is now involved in legal practice and at the same time is actively involved in conducting seminars and workshops on customs matters. He has also conducted in-house training for various companies including statutory bodies and has advised and consulted upon by companies on issues such as customs and sales tax valuation, classification, service tax matters, drawback, refunds, exemptions and others. He was officially appointed by the Customs Department to conduct Basic Customs Course for forwarding agents during the year 2005 – 2007.

He is also an Associate of the Malaysia Institute of Chartered Secretaries and Administrators and is currently involved in customs litigation and rendering of consultancy services on Customs matters.

## WHO SHOULD ATTEND?

This course is suitable for all manufacturers, importers, exporters, trading houses, tax consultants and practitioners in understanding the complexity of customs procedures.

Register Online

Download Registration Form

### COURSE FEES

**RM 1080.00** per person for 2 days  
Includes Lunch, Tea-Breaks,  
Course Notes and  
Certificate of Completion



### ORGANISER / CONTACT PERSON

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