



Customs Competency Programme for Businesses

A new programme supported by Singapore Customs & SPRING Singapore

The Customs Competency Programme for Businesses is developed with the aim of enhancing the competency of businesses in handling customs matters. The Programme is suitable for participants who are responsible for customs operations of their companies, including operational staff who handle customs transactions on a daily basis as well as management staff overseeing supply chain and logistics matters.

The Programme consists of two parts.

Part I is a 2-day course and it provides an overview of the customs procedures pertaining to importation and exportation of goods. At the end of Part I, participants will be able to know the basic requirements for preparing TradeNet® declarations.

Part II is a 4-day course which will be held over 8 half-day sessions. It covers a wide range of topics including temporary importation, manifest procedures, warehousing regimes, strategic goods control, supply chain security, customs laws and international customs matters. Participants will be able to gain a comprehensive understanding of the full range of procedures which different types of businesses may be transacting with Singapore Customs.

Depending on their needs, participants may choose to attend either only Part I of the Programme or both Part I and Part II. Participants who attended Part I will be issued with a "Certificate of Attendance". For Part II, participants will sit for a written examination at the end of the course. Participants who passed the examination will be issued a "Certificate of Completion".

Please note that participants who wish to attend Part II should have either completed Part I of the Programme or have previously attended the Customs Documentation Course conducted by Singapore Customs.

Trainers : The Programme will be delivered by senior officers from Singapore Customs dealing with the respective subject matters.

Training Provider :



CDAS LOGISTICS ALLIANCE (LTD)

This course is approved by Singapore Workforce Development Agency (WDA) under the SME Training for Enhanced Performance and Upgrade (Step-UP) Scheme and developed under the Local Enterprise and Association Development (LEAD) programme.

	Part I	Part II
Duration	16 hours	32 hours
Fees Per Person	\$ 107.00 (Inclusive of 7% GST)	\$ 428.00 (Inclusive of 7% GST)
Fees after subsidy**		
Aged below 40	\$ 27.00 (Inclusive of 7% GST)	\$ 204.00 (Inclusive of 7% GST)
Aged 40 and above	\$ 17.00 (Inclusive of 7% GST)	\$ 76.00 (Inclusive of 7% GST)
Course Schedule	Course will be run on a monthly basis. Refer to registration form for detail.	Course will be run on a quarterly basis. Refer to registration form for detail.
Venue	CDAS Training Centre 168 Jalan Bukit Merah #04-08B, Tower 3, Singapore 150168	

**** Applicable to applicants with "A" level qualifications and below, and for SMEs only.**



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Part I

1. Introduction to Customs Procedures

- Overview of Customs import, export and transshipment procedures
- Overview of TradeXchange®
- Overview of TradeNet®
- Registration procedures

2. TradeNet Declarations

- TradeNet® in detail, including:
 - different types of declarations
 - relevant permit conditions
 - common errors
- Amendments and cancellations of declarations

3. Classification and the Harmonised System (HS)

- Purposes of classification
- Structure of the HS
- General Interpretative Rules
- Techniques of Classification

4. Valuation

- Introduction to WTO Valuation Agreement
- Methods of valuation
- Incoterms
- Common valuation issues

5. Importation of Dutiable Goods

- Importation of liquor products
- Importation of tobacco products
- Importation of motor vehicles

Part II

1. Specialised Procedures

- Temporary importation / exportation procedures and ATA Carnets
- Manifest procedures

2. Chemical Weapons Convention (CWC)

- Overview of CWC
- CWC licensing requirements
- Declarations procedures involving CWC items

3. Rules of Origin / Free Trade Agreements

- Rules of origin (ROO)
- Certificates of origin
- Export Certification Processing System
- Free trade agreements (FTA)
- FTA-ROO Export Control
- FTA-ROO Audit

4. Warehouse Licensing Schemes

- Types of licences
- Benefits and functions of licences
- Criteria for granting of licences
- Requirements for holding licences

5. Strategic Goods Control

- Singapore's Strategic Goods Control System
- Strategic Goods Control List
- Strategic Goods permit & registration requirements
- Strategic Trade Scheme (STS)
- Import Certificate Delivery Verification (ICDV) procedures
- Industry's obligations and responsibilities

6. Supply Chain Security

- Importance of supply chain security
- Overview of Secure Trade Partnership (STP)
- STP Guidelines

7. Customs and related laws

- Basic legal concepts
- Customs Act
- Goods and Services Tax Act
- Regulation of Imports and Exports Act
- Free Trade Zones Act

8. International Perspective

- Overview of international Customs fora: WCO, ASEAN, APEC, ASEM
- International Customs conventions and instruments

9. Written Examination

10. Dialogue and Closing

- Interaction with SC's management and feedback

