



AUGUST 08, 2025

FEE:
PKR
15,000
(Plus Tax)

MECHANICS OF LETTER OF CREDIT AND IMPORT DOCUMENTATION

**NIBAF, PAKISTAN
(KARACHI)**



9:00 AM - 5:00 PM

COURSE OVERVIEW

Handling of documentary credits carries the elements of risk. This one-day course aims to provide the participants with the knowledge and understanding of the terms and conditions associated with the Letters of Credit so as to mitigate risks & resolve discrepancies and simultaneously enhancing knowledge base of Import documentation while processing transactions under Documentary Credits, Collection and Foreign Remittances.

This training will allow participants to gain an understanding of the technical elements involved in usage of Letter of Credit.

TRAINING MANAGER:

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LEARNING OBJECTIVE

The course will benefit the participants by enabling them to understand various regulatory requirements regarding Imports, essentials of Letter of Credit (LCs) and updates made with reference to Imports as per FE manual. It will enhance operational efficiency and support staff in analyzing documentation and guiding to customers accordingly.

TARGET AUDIENCE

- Bank Officers handling Documentary Credits and Trade Finance Facilities.
- Officers and Executives working in Remittances & Trade Finance.

COURSE CONTENTS

- Letter of Credit-Distinctive Mode of Trade Settlement
- Parties involved in Letter of Credit & their Role
- Types of LC and how to Negotiate the documents
- Advising of LC & amendments
- Dealing discrepant documents
- Regulatory requirement on various modes of import
- Import without letter of credit/registration of indent/Performa invoice
- Electronic Import Form (EIF) and complete disposal
- Due diligence & KYC as per chapter XIII Foreign Exchange Manual (FEM) 2016
- Scrutiny of proforma invoice /indent, LC Application form and insurance policy etc.
- Misconceptions among stakeholders- Wrong interpretation
- Importance of reporting schedule

FACILITATOR

Mr. Aqeel Muslim is an accomplished and result oriented professional with an experience of over 30 years in Banking and Finance industry and a proven track record backed by sound managerial, strong analytical, problem solving and communication skills. Currently he is serving National Bank of Pakistan as Divisional Head Trade Finance. His diversified professional experience includes working with private local and multinational transnational banking industry like Habib Bank Limited, Credit Agricole Indosuez, NIB Bank and Standard Chartered Bank Limited. He has worked in development of Trade Centers Pan Pakistan basis in centralized environment – North & South hubs. He has implemented ICFR / COSO in Trade Operations. Previously, he has served Dubai Islamic Bank and Standard Chartered Bank as Head of Trade Finance. He has also served at NIB Bank Limited as SVP – Head Transaction Banking (Trade). He holds Master's degree in Finance.

