## TSC Category
Freight Forwarding

## TSC
International Trade Legislation Compliance

## TSC Description
Identify all aspects of international trade processes and foreign and multilateral trade laws for regulatory compliance

<table>
<thead>
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<th>TSC Proficiency Description</th>
<th>Level 1</th>
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<td>LOG-FFO-2011-1.1</td>
<td>LOG-FFO-3011-1.1</td>
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<td>LOG-FFO-5011-1.1</td>
<td>LOG-FFO-6011-1.1</td>
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<tr>
<td>Interpret elements of international trade processes and foreign and multilateral trade laws for regulatory compliance</td>
<td>Implement and maintain internal Standard Operating Procedures (SOPs) to ensure regulatory compliance</td>
<td>Review international trade processes to detect non-compliance and develop rectification and preventive measures to ensure regulatory compliance</td>
<td>Formulate and drive internal Standard Operating Procedures (SOPs) to ensure international trade legislation to facilitate compliance to government regulatory requirements and legislations</td>
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## Knowledge
- Common types of business calculations such as Goods and Services Tax (GST) and duties
- Types of customs documentation required for different types of goods, transport methods and transit routes
- Types of permits such as inward permit, outward permit and transhipment permit
- Overview of International Commercial Terms (INCOTERMS)
- Singapore Customs and TradeNet
- International Commercial Terms (INCOTERMS)
- Licensing and record keeping documentation
- Product classification documentation
- Importer and exporter registrations and preferential trade programmes
- Basis of International contract
- Usage of Bill of Lading (B/L) and Air Waybill (AWB)
- Types of Standard Trading Conditions (STC) and their interpretations
- Regulatory requirements for trade and custom compliance
- Audit and periodic reporting
- Risk assessments
- Rectification measures for trade non-compliance
- Up-to-date information on country-specific classification, licence management and screening guidelines
- International Commercial Terms (INCOTERMS) management
- Emerging trends in international trade management
- Foreign and multilateral trade laws
- Internal control programmes including compliance manuals and job aids
### Abilities

- Interpret importance and uses of INCOTERMS
- Support data entry for submission of customs clearance documentation
- Support permit declarations on TradeNet
- Analyse steps and rationale of import and export processes
- Implement STC, trade tariffs, quota and Free Trade Agreements to identify documentation required for international trade legislation compliance
- Implement internal SOPs in international trade processes to ensure compliance
- Obtain and verify product classification rulings from customs, and perform other clerical reviews for certain transactions subject to export control rules
- Maintain documentation and submission of any required import or export licence requests to specific country authorities to obtain import or export approvals
- Maintain application of permits via TradeNet
- Prepare B/L in accordance to shipper’s and buyer’s requirements
- Review international trade processes according to compliance review measures formulated to detect non-compliance to internal Standard Operating Procedures (SOPs)
- Review processes for retention of import or export-related documents such as product classification reports and classification declaration
- Assess potential risks and challenges in trade compliance and develop rectification measures with relevant stakeholders
- Manage all incidents of non-compliance and suspected non-compliance with trade compliance laws, regulations or internal SOPs, including escalation to key stakeholders
- Facilitate update changes to country-specific classification, licence management and screening guidelines when changes are introduced
- Formulate compliance strategies with internal stakeholders to achieve acceptable levels of compliance rates
- Formulate internal SOPs according to international trade legislations to facilitate compliance to government regulatory requirements and legislations
- Formulate compliance review measures to enhance compliance rates to internal SOPs, government regulatory requirements and legislations
- Liaise with external (customs and trade authorities) stakeholders to discuss and negotiate company specific trade or customs compliance issues
- Drive compliance and maintain trade licences to carry out trade in specific regions
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- Drive compliance and maintain trade licences to carry out trade in specific regions

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