



## Concept Note

### Empowerment Program for MSMEs (MSM2EP)

#### Virtual Training Workshop on Export Pricing and Documentation

February 15-16, 2022

<b>Context</b>	Within the framework of the implementation of the new strategy of the Islamic Centre for Development of Trade (ICDT) relating to the Trade Facilitation and Investment Promotion Program (2022-2025), the ICDT has developed training modules to build capacities of managers of Most Small and Medium-Sized Enterprises (MSMEs) of OIC Member States. The program dedicated to MSMEs is called (MSMEs Empowerment Program/MSM2EP) and consists of supporting these enterprises in the field of training, participation in fairs and exhibitions, buyer-seller meetings (B2B), involvement in the management of the value chain of products and services, sharing experiences and their profile.
<b>Objectives</b>	To access the international market, companies are required to charge competitive prices. The latter depends on the logistics costs generated, not only by the production of this product but also by transporting the goods to the destination. This training workshop aims to teach participants the methods of calculating prices and the documents to be provided during the export process.
<b>Participants</b>	The workshop is open to all company executives, in particular heads of export, purchasing, sales, logistics, and finance departments.
<b>Expected results</b>	<ul style="list-style-type: none"><li>• Knowledge acquired on the determination of prices and the documents required for export</li><li>• Sharing experiences between participants in the field of export</li></ul>
<b>Organizer(s)</b>	ICDT
<b>Trainer(s)</b>	Prof. Kacem TAJ
<b>Venue and date</b>	Virtual, February 15-16, 2022
<b>Format</b>	<ul style="list-style-type: none"><li>▪ Virtual: link: <a href="https://us02web.zoom.us/webinar/register/WN_kh7XUnYsScKrCKXogjpDLQ">https://us02web.zoom.us/webinar/register/WN_kh7XUnYsScKrCKXogjpDLQ</a></li></ul>



**Virtual Training Workshop on  
Export Pricing and Documentation  
Program (GMT)**

February 15, 2022	
9:00-9:20 a.m.	Welcoming Speech of the Director-General of ICDT Presentation of the trainer and the Program
9:20-10:30 a.m.	<b>Session I - Identification of the export process</b> <ul style="list-style-type: none"><li>○ Pre-shipment of goods</li><li>○ port transit</li><li>○ customs transit</li><li>○ main transport</li><li>○ post-shipment of goods</li></ul> <b>Questions &amp; answers</b>
10:30-10:45 a.m.	<b>Coffee break</b>
10:45-12:00 a.m.	<b>Session II. Identification of the legal and commercial scope of the main documents required for export.</b> <ul style="list-style-type: none"><li>○ commercial contract and its forms</li><li>○ export document and its forms</li><li>○ certificate of origin and its forms</li><li>○ customs documents</li><li>○ other export documents</li></ul> <b>Questions &amp; answers</b>
12:00-13:00	<b>Coffee break</b>
13:00-15:00	<b>Session III.</b> The basis for quantifying the logistics costs of the pre-export process. <b>Session IV.</b> The basis for determining the logistics costs of the port transit process. <b>Questions &amp; answers</b>
15:00	<b>End of the first day</b>
February 16, 2022	
9:00-10:30 a.m.	<b>Session V.</b> The basis of determining the logistics costs of the process of customs clearance of goods. <b>Session VI.</b> The basis for determining the logistics costs of the main transport process. <b>Questions answers</b>
10:30-10:45 a.m.	<b>Pause</b>
10:45-12:00 a.m.	<b>Session VII.</b> Bases for determining the logistics costs of the post-shipment process. <b>Session VIII.</b> Bases for determining the export cost in the case of FOB sales. <b>Questions &amp; answers</b>
12:00-13:00	<b>Coffee break</b>
13:00-15:00	<b>Session IX.</b> The basis for determining the export cost in the case of CFR sales.

	<b>Session X.</b> The Basis for determining the export cost in the case of DDP sales. <b>Questions &amp; answers</b> <b>Closing remarks of ICDT</b>
<b>15:00</b>	<b>End of training</b>