



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

Advise South African And Foreign Businesses On Importing And Exporting Training

Law, Military Science and Security / Sovereignty of the State

Unit Standard 118025 · NQF Level 6 · 10 Credits · 7 Days

COURSE OVERVIEW

This course equips participants with the expertise to advise South African and foreign businesses on the legal, procedural, and strategic aspects of importing and exporting. It covers customs regulations, trade agreements, documentation, risk management, and compliance, enabling consultants to guide clients through cross-border trade complexities.

Category	Law, Military Science and Security
Subfield	Sovereignty of the State
Unit Standard	118025
Accreditation	SAQA Accredited · NQF Level 6 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyze South African customs and excise legislation to advise businesses on compliance requirements.
- Evaluate international trade agreements and their impact on import/export strategies for South African and foreign clients.
- Design import/export documentation workflows that meet regulatory standards and facilitate efficient clearance.
- Apply risk management principles to identify and mitigate trade-related financial and legal risks.
- Demonstrate the ability to advise on tariff classification, valuation, and rules of origin for goods.
- Implement strategies to optimize supply chain logistics and customs processes for cross-border trade.

WHO SHOULD ATTEND

- Trade consultants, customs brokers, export/import managers, and business advisors who provide guidance to companies engaged in international trade.

COURSE OUTLINE

Day 1: Introduction to International Trade and the South African Context

- Overview of global trade trends and South Africa's position.
- Key institutions: SARS Customs, ITAC, Department of Trade, Industry and Competition.
- Basic trade definitions: imports, exports, re-exports, transit trade.
- Legal foundations: Customs and Excise Act, International Trade Administration Act.
- Roles of customs brokers, freight forwarders, and trade consultants.
- Ethical considerations and compliance culture in international trade.

Day 2: Customs Classification and Tariff Determination

- Structure of the Harmonized System and SACU tariff book.
- General rules of interpretation for HS codes.
- Tariff headings, subheadings, and statistical suffixes.
- Binding tariff rulings and advance classification.
- Preferential rates: SADC, EU-EPA, AfCFTA, and other agreements.
- Duties, VAT, excise, and anti-dumping duties.
- Practical exercises in classifying various products.

Day 3: Customs Valuation and Rules of Origin

- Six methods of valuation: transaction value, deductive, computed, etc.
- Adjustments: assists, royalties, proceeds, transport costs.
- Related party transactions and transfer pricing considerations.
- Preferential vs. non-preferential origin criteria.
- Certificates of origin: Form A, SADC, EU-EPA, and others.
- Origin verification procedures and compliance.
- Case studies on valuation and origin challenges.

Day 4: Import and Export Procedures and Documentation

- The Single Administrative Document (SAD) and its electronic equivalent.
- Step-by-step import process: arrival, declaration, assessment, release.
- Export process: pre-departure, loading, clearance.
- Required documents: invoice, packing list, bill of lading, air waybill.
- Permits and licenses: ITAC permits, phytosanitary, health, etc.
- Bonded warehouses, temporary admissions, and inward processing.
- Using SARS eFiling and eCustoms portals.
- Common documentation errors and how to avoid them.

Day 5: Trade Compliance and Risk Management

- Elements of a trade compliance program.
- Customs audits: triggers, process, and preparation.
- Penalties for non-compliance: fines, seizure, suspension.
- Dispute resolution: objections, appeals, and alternative mechanisms.
- Sanctions and embargoes: UN, EU, US, and South African regimes.
- Restricted and prohibited goods: weapons, endangered species, etc.
- Record-keeping requirements under the Customs Act.
- Case studies on compliance failures and lessons learned.

Day 6: Special Trade Regimes and Facilitation Programs

- Rebate provisions (ITAC) and duty drawback schemes.
- Customs-controlled areas: free ports, industrial development zones.
- Special Economic Zones (SEZs) and their benefits.
- AEO programme: benefits, requirements, application process.
- Temporary admission and inward processing relief.
- Outward processing relief and returned goods relief.
- Practical examples of using facilitation programs.
- Recent developments in trade facilitation (WTO TFA).

Day 7: Advising Clients and Practical Integration

- Client needs analysis: business type, products, markets, risks.
- Structuring an advisory engagement: discovery, analysis, recommendations.
- Writing trade advisory reports and proposals.
- Ethical considerations in advising: confidentiality, conflict of interest.
- Cross-border e-commerce and small business considerations.
- Review of key concepts and exam preparation.
- Mock advisory session and feedback.
- Final assessment and course wrap-up.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 31,000.00	R 31,000.00
1	In-House	R 40,400.00	R 40,400.00
1	On-Campus (Pretoria)	R 46,500.00	R 46,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	18 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	19 Aug 2026	On-Campus	Dubai, UAE
12 Aug 2026	20 Aug 2026	On-Campus	Pretoria, South Africa
13 Aug 2026	21 Aug 2026	On-Campus	Abu Dhabi, UAE
14 Aug 2026	24 Aug 2026	On-Campus	Durban, South Africa
14 Aug 2026	24 Aug 2026	On-Campus	Mauritius
17 Aug 2026	25 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	25 Aug 2026	On-Campus	Dubai, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 118025) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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