## INTERNATIONAL TRADE TRAINING PROGRAM FOR SMEs

Venue: [tbc]
Date: May 24th
Time: 8.30 – 12.45pm
Language: English

### Draft Agenda

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Speaker or Trainer</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.30-9.00</td>
<td>Registration</td>
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<tr>
<td>9.00-9.15</td>
<td>Opening remarks and Introduction to the objectives and goals of the training</td>
<td>UPS / ATC</td>
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</table>
| **Topic 1: Trade with the European Union** | 9.15-10.00 | Overview of the economic and trading environment in the EU  
- EU trade policy  
- The EU market after Brexit  
- Upcoming / ongoing trade negotiations with Asia partners | Eva Valle Lagares  
- Counsellor, Head of the Trade Section  
**European Union Office to Hong Kong and Macao** |
| 10.00-10.15 | Part 1: Overview of key documentation and procedures | ATC                                                                                                    |
| 10.15-11.00 | Part 2: Import into the EU  
- EU Import Regulations  
- E-Commerce Updates  
- Other considerations |                                                                                                       |
| 11.00-11.15 | Tea break                                                            |                                                                                                       |
| **Topic 2: Import and Export Regulations & Procedures** | 11.15-12.00 | Part 1: Establishing a Trade Compliance Program  
- The Importance of Trade Compliance  
- Elements of A Trade Compliance Program  
- Best Practices and Tips for Trade Compliance  
- Government Programs for Trade Facilitation | ATC                                                                                                    |
| **Topic 3: Managing your Import Export Business** | 12.00-12.30 | Part 2: Logistics and supply chain management – best practices | UPS                                                                                                    |
| 12.30-12.45 | Key takeaway and Closing remarks                                   | ATC/UPS                                                                                               |