

## Electronic Certificate of Origin Training

### Synopsis

The web-based Certificate of Origin (CO) application and certification system provides a single interface for exporters and their agents to electronically apply for COs conveniently via the Internet. It provides an integrated, electronic process for faster CO application and certification. It also allows the immediate transmission of certified COs to designated third party recipients in a secure electronic environment

### Course Objective

This is a structured, hands-on training programme designed for exporters and their agents to equip them with the knowledge and skills to prepare, submit, receive and print electronic certificate of origin on the system. The programme focuses on providing experiential teaching through effective use of case studies and steps in the preparation of certificate of origin using Electronic Certificate of Origin (ECO) system

### Who Should Attend:

- For brand new 1<sup>st</sup> time subscribers of the ECO application.
- For existing subscribers with new staff who is taking over the responsibilities of preparing and submitting those ECO applications.

### Course Structure

A 1-day session

### Course Fee

The course fee for Certificate of Origin Training (1 Day) is \$192.60 (inclusive GST)

### Brochure

Please click [here](#) for course outlines, course dates and other information.

### Contact Us

For enquiries, please call Tel: +65 68877333 or email to [training@crimsonlogic.com](mailto:training@crimsonlogic.com)

## Electronic Certificate of Origin Training

### Course Outline

- Overview of the Electronic Certificate of Origin (ECO) System
- Login, User-IDs, Password Management and User Profiles
- Hands on Session on
  - Process CO (Signatory)
  - Pending CO Application
  - Cancel Application
  - New CO Application
  - Replace CO Application
  - Replicate CO Application
  - View CO Application
  - Manage Favourites
  - Queried CO Application
  - Returned CO Application
  - CO Printing and Reprint
- Reports and Other Options
- Billing System

### Time

9am – 5pm



## Electronic Certificate of Origin Training

To register, please submit your registration form at least 5 days before the course starts via email to [training@crimsonlogic.com](mailto:training@crimsonlogic.com)

17 Dec 20

Please register the above \_\_\_\_\_ No. of pax for the above course(s).

### Payment Mode:

- **GIRO**  
Acct ID \_\_\_\_\_

GIRO transaction will be activated before the training date. No invoice/official receipt will be issued for GIRO transactions. User will need to print it from the NBS system  
<https://myaccount.crimsonlogic.com>.

- **Cheque**  
**Cheque No.** \_\_\_\_\_ for **S\$** \_\_\_\_\_  
made payable to **GeTs Asia Pte Ltd**

Please write the course title, date and name(s) of the training participant(s) on the back of the cheque. Cheque payment must be received by Crimsonlogic, at least 7 days before the training date.

### Company Details

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Contact Person \_\_\_\_\_

Tel. No. \_\_\_\_\_

eMail \_\_\_\_\_

Company Stamp



# Electronic Certificate of Origin Training

## Training Participant's Details & Consent (mandatory)

Name (Mr/Ms) \_\_\_\_\_

Designation \_\_\_\_\_

Tel. No. \_\_\_\_\_

eMail \_\_\_\_\_

Signature and Date

Name (Mr/Ms) \_\_\_\_\_

Designation \_\_\_\_\_

Tel. No. \_\_\_\_\_

eMail \_\_\_\_\_

Signature and Date

Name (Mr/Ms) \_\_\_\_\_

Designation \_\_\_\_\_

Tel. No. \_\_\_\_\_

eMail \_\_\_\_\_

Signature and Date

Name (Mr/Ms) \_\_\_\_\_

Designation \_\_\_\_\_

Tel. No. \_\_\_\_\_

eMail \_\_\_\_\_

Signature and Date

*" I consent to the collection, use and disclosure of personal data in accordance with CrimsonLogic's Privacy Policy which can be found at [www.crimsonlogic.com](http://www.crimsonlogic.com)."*

## TERMS & CONDITIONS

1. Registration. Completed Registration Form with company stamp, must reach us at least seven (7) days before commencement of training session.
2. Payment.
  - GIRO transaction will be activated at least one (1) week before the training date. No invoice / official receipt will be issued for GIRO transactions. User will need to print it from the NBS system <https://myaccount.crimsonlogic.com>.
  - Cheque Payment is to be made payable to GeTS Asia Pte Ltd and should reach us at least seven (7) days before the training date.
3. Refunds. There will be no refund of training fees deducted via GIRO, cheque or other forms of payments for cancellation of registered participants or "no show" occurrence on the day of the training session.
4. Replacement. A registered participant who is unable to attend the training may request for a replacement by another person, provided the details of the person together with such a request via email, must be received by us, at least five (5) before the commencement of the session.  
A request for the registered course to be replaced for another course is not allowed.
5. Admin Fee. An administrative fee of S\$21.40 (incl GST) is imposed on the request for replacement.
6. Confirmation. All registrations are subject to email confirmation which would be send to the contact person and the registered participant at least three (3) days before the commencement of the training session.
7. Changes. GeTS Asia Pte Ltd reserves the right to postpone, cancel any course, session, venue, date, or revise the programme or fees should circumstances so required. Registered participants will be informed at least 3 days before the commencement of the session.