

**Education for the Physical
Commodity Trading Industry**

**World-Class teaching
in Commodities**

Programs 2022

Welcome words

"What happens if we invest in developing our people and then they leave us?"

What happens if we don't and they stay?"
Peter Baeklund

Today's commodities industry in Switzerland is facing an increasing international competition, shortage of talents, technological changes and the necessity to adapt to meet the challenges of sustainability. Over the past 20 years, on-the-job training was sufficient to fill the needs. But today, an increasing number of companies are competing for the same profiles, making it difficult to grow the business. Education and trainings have become a critical asset to companies in order to retain and develop its actual staff, as well as to attract the talents of tomorrow that will shape the future of commodities trading and shipping.

To meet these challenges, the Swiss Trading & Shipping Association (STSA) has worked with its members to develop a state-of-the-art continuous training and education catalog. The Association offers a range of programs that covers all commodities and activities along the commodity value chain, making Switzerland a leading training hub in commodity trading and an industry talent pool.

Training has become a priority for anyone aspiring to work and understand the commodity trading industry, as the activity along the supply chain increasingly requires specialized knowledge. In this vibrant and professional environment, continuous training is more than ever an investment for the future.

Guillaume Cassaigneau
Education & Public Affairs Manager
STSA Learning

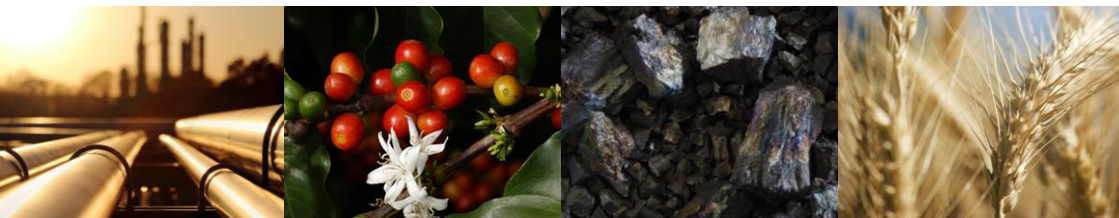


Our Educational Offer

Whether participants are still at University, already working in the industry or wish to acquire understanding and expertise in the field of international trade, commodity finance or shipping, our programs will help them develop professionally.

Thanks to the direct involvement of some of the leading companies in commodity trading, shipping and trade finance, all courses are taught by industry experts in the field of commodity trading, shipping and banking. Our teachers provide our students for real life situations and help them acquire the skill set to succeed in this fast-paced environment.

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STSA Operator's Certificate

Programme Director

Simeon Lachev,
Weromett SA

Objectives

- Support commodity trading and shipping companies in their training requirements for new employees
- Accelerate the training process for junior operators/charterers
- Allow young professionals to consider a new career

Programme

The programme follows the life cycle of commodity trade, providing participants with a balanced theory-practice grasp of the various components of trading and shipping operations. More specifically:

- Main types of traded physical commodities
- A brief introduction to hedging
- Trading Contracts
- Trading Operations
- Chartering and Shipping Operations
- Laytime and Demurrage Handling
- Financial Instruments and Payment Terms
- Physical Risks and Insurance
- Law Disputes and Resolution Schemes

Audience

- Junior operators and charterers in the early stages of a career in a commodity trading company who want to accelerate their training process and fully grasp all aspects of trading and shipping operations
- Young professionals considering making a career change and interested in moving into the commodity field
- Young graduates willing to enter the commodity trading and shipping industry

Registration

- STSA Members: CHF 5'900
- Non-STSA Members: CHF 6'900

Period

September - December
Friday evening and Saturday
morning

104 hours of training



STSA Commodity Trading Risk Analyst Certificate

Programme Director
Pierre-Edouard Dolhen,
Louis Dreyfus Company

Objectives

- Offer commodity trading companies and banking entities a specific training programme to meet their needs
- Accelerate the training process for junior Risk Analysts, Middle Officers, Traders Assistants, IT business Analysts and Auditors
- Leverage skills of young professionals in their career in the commodity trading industry

Programme

The programme aims to give participants a solid understanding of:

- The role of the Risk Analyst/Middle Officer within a trading or bank organization
- The risks mapping and PnL reporting of transactions
- The introduction to techniques of commodity pricing
- The daily pricing exposure reconciliation and monitoring with the Front Office
- The principle of hedging and utilization of market instruments such as derivatives
- The coordination with the Risk Manager for corporate reporting and risk measurements
- The analysis and statistics for internal and external use
- The continuous interactions with IT to ensure enhancement of internal processes and systems

Audience

- Junior Risk Analyst, Middle Officers, Traders Assistants, IT Business Analysts or Auditors in the early stages of their career who want to accelerate their training process and fully grasp all angles of this complex profession which is in constant evolution
- Young professionals considering a career change and interested in moving into the commodity field
- Fresh graduates seeking to acquire new skills and speed up their recruitment process in the commodity trading industry

Registration

- STSA Members: CHF 2'900
- Non -STSA Members: CHF 3'900

Period

17 March - 21 June
Tuesday & Thursday evening

48 hours of training



STSA Documentary Credit Beginner Certificate

Programme Director

Simeon Lachev,

Weromett SA

Objectives

- Acquire a good understanding of the documentary credit transactions and their role, obligations and implementation
- Understand the specific terminology, contracts, credit line, documents, etc.
- Develop a mindset and practical toolbox which should contribute to add value to their intervention beyond the execution level

Programme

- Introduction to Commodity Trading, Documents & INCOTERMS
- Main types of traded physical commodities
- Trading Contracts
- A brief introduction to hedging
- Introduction to Trade Finance from the bank side
- Introduction to Trade Finance from the trading company side
- Documentary credits, stand-by L/Cs, prepayments, Transferable L/Cs, back-to-back L/Cs
- Guarantees, bid and performance bonds, LOI
- Treasury, Compliance
- Payment Terms methods in L/Cs
- Presentation of ISBP and UCP Rules
- Documentary collection

Audience

- Junior Trade Finance Officers and Documentary Credit Officers in the early stages of their career in a commodity trading company or in a bank
- Young professionals considering a career change and interested in moving into the commodity sector (banks active in Trade Finance or trading companies)
- Fresh graduates seeking to acquire new skills and speed up their recruitment process

Registration

- STSA Members: CHF 3'600
- Non-STSA Members: CHF 4'600

Period

September - December
Friday evening & Saturday
morning

32 hours of training



STSA Documentary Credit Advanced Certificate

Programme Director
Paolo Montella,
ING

Objectives

- Acquire a good understanding of the techniques and their implementation
- Develop a mindset and practical toolbox which should contribute to add value to their intervention beyond the execution level
- Assess and advise which will be the most relevant instrument to meet objectives assigned
- Handle and process the instruments (wrt issuance, amendment, check documents, compliance and honoring, etc.)

Programme

- Contextualising the relationship between the Bank and the Trader
- Bank's and Trader's respective expectations and constraints
- The Trade Finance Facility
- Looking at transaction: stakeholders, moving parts, sequencing, risks, financing requirements and implications
- Settlement methods based on degree of security
- Focusing on major threes, i.e. documentary credit - standby l/c - collection
- Roles and responsibilities of involved parties
- Mechanism of the transaction on the basis of the commercial contract
- Identification of key points to establish an application for a documentary credit
- Sale and purchase side are foreseen giving an overview of a whole deal

Audience

- Junior Trade Finance Officers and Documentary Credit Officers having a minimum of one year of professional experience in a commodity trading company or in a bank who want to accelerate their training process.
- Former participants of the "Documentary Credit Specialist" course who want to pursue their education in that field
- Former participants of the STSA Operator's certificate who want to deepen their knowledge in documentary credits

Registration

- STSA Members: CHF 4'100
- Non-STSA Members: CHF 4'800

Period
May - June
Monday & Wednesday evening

33 hours of training



STSA Social Sustainability Certificate (Business & Human Rights)

Programme Director

Dr. Nina Eggert,

EPFL

Objectives

- Identify and assess human rights risks
- Develop a policy commitment and embed respect for human rights into management systems
- Prevent and mitigate adverse impacts
- Communicate and track performance
- Provide for or cooperate in remediation when appropriate

Programme

The programme provides participants with essential tools to implement the UNGP for B&HR and the OECD Guidelines:

- Expectation towards companies
- Identification and assessment of Human Rights risks
- Development of Human Rights policies
- Preventing and mitigating
- Communication and tracking performance
- Remedy

Audience

- Legal, compliance, CSR, management and any person interested in how to integrate Human Rights principles in companies
- Specifically targeted for SME's

Registration

- **Certificate (3 Modules) :**
 - STSA Members: CHF 4'100
 - Non-STSA Members: CHF 4'800

The possibility to follow individual modules is also offered.

Period

October - December

Online courses and
1 day of face-to-face teaching

15 hours distance learning
15 hours in class



STSA Commodity Trading Fundamentals

Programme Director

Richard Watts,
HR Maritime

Objectives

- Provide the participants with a comprehensive understanding of all steps needed to execute a transaction from start to finish
- Make understand the importance of the work done by colleagues and actively enhance inter-departmental collaboration
- Familiarise the participants with business documentation and specific terminologies immediately usable in their daily practice

Programme

- Trade patterns of specific commodities
- Contracts, CPs, BLs, LC docs, Shipping docs, Financial docs
- Terminology used in Trading companies
- Trading Contracts & Incoterms
- Trading Operations
- Shipping
- Finance
- Legal
- Insurance
- Counterparty relations

Audience

All employees new to the industry and related services in an administrative position such as HR, Accountants and/or IT, looking to enhance their understanding of the commodity trading world

Registration

- STSA Members: CHF 900
- Non-STSA Members: CHF 1'200

Period (thrice /year)

29 March - April

September - October

November - December

16 hours of training

**ISSUANCE OF A CERTIFICATE
OF ATTENDANCE**



Additional Information

Courses Location

All courses take place at STSA Learning in Geneva. Due to the COVID pandemic, courses are **hybrid** until further notice (virtually and physically).

Application

Applications must include the following documents

1. Motivation letter in English
2. Application form completed
3. Your updated resume in English
4. One passport picture

Applications and all supporting documents must be submitted electronically via STSA's website (<https://stsa.swiss/training/education>).

Admission Criteria

1. Good command and both spoken and written English as all programs are taught in English
2. Being fully proficient with Microsoft Office

Acceptance or refusal of applications is at the sole discretion of STSA. Late applications may be considered subject to availability. You will be notified via e-mail if you have been accepted on the course.

Attendance & Evaluation

The participants are required to attend and participate in a minimum of 80% of the programme sessions to obtain the Certificate. Any absence must be justified appropriately and whenever possible notified in advance.

Each module is subject to an evaluation, being an in-class, an individual or group assignment, or a combination of these.

Multi Booking

A discount of 10% will be applied for 3 or more bookings from the same company in the same intake.

Installments

After acceptance of admissions, a deposit of CHF 900 will be requested to secure the place and confirm the enrolment. In case of withdrawal, no refund of the deposit will be paid. The balance must be paid at least 20 days before the course starts.

Cancellation & Substitution Policy

No refund whatsoever will be made for cancellations received 10 days or less before the course start date, but participants can be substituted by an acceptable candidate if the organiser receives prior notification.

Key Figures



+6 years of expertise



More than 210 Alumni
Working in more than 70
companies



+70% success rate
for participants to enter
the industry



5 flagship
programs



+30
professionals
speakers

About STSA

STSA was created as GTSA in 2006 by the main actors of the Commodity Trading community in Geneva. In 2008, it extended its reach to the Lake Geneva Region. In 2014, it became STSA – a national Association for Trading and Shipping in Switzerland – overseeing the regional chapters of Zug and Lugano, and representing more than 190 members encompassing large, medium and small entities.

The Association has become renowned for its successful professional programs such as the STSA Operator's Certificate and the Commodity Trading Fundamentals. In response to the industry's requests, STSA has recently put in place three innovative certificates: the STSA Commodity Trading Risk Analyst, the STSA Documentary Credit Specialist and the STSA Business & Human Rights Certificates.

In parallel, STSA also organises educational programs such as the Master of Science in Commodity Trading, and the Diploma in Advanced Studies in Commodity Trading. Both programs have been created in partnership with the University of Geneva and have been running since 2008 with an increasing level of recognition.

In 2019, STSA Learning has been awarded the eduQwa Label. The first Swiss qualification provides quality assurance for continuing education and training. This certification is a mark of recognition of the high quality of STSA Learning's education and training programs. It was obtained after an in-depth evaluation process and an in-house audit, to ensure that our methods are fully transparent and in accordance with its standards.

STSA

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