



**Faculty of Management Studies**  
**End Semester Examination May 2025**  
**MS5EL02 Export-Import Procedure & Documentation**

<b>Programme</b>	<b>:</b>	<b>MBA</b>	<b>Branch/Specialisation</b>	<b>:</b>	<b>-</b>
<b>Duration</b>	<b>:</b>	<b>3 hours</b>	<b>Maximum Marks</b>	<b>:</b>	<b>60</b>

**Note:** All questions are compulsory. Internal choices, if any, are indicated. Assume suitable data if necessary.

Notations and symbols have their usual meaning.

<b>Section 1 (Answer all question(s))</b>					<b>Marks</b>	<b>CO</b>	<b>BL</b>
<b>Q1.</b>	Which of the following is not a type of exporter?				<b>1</b>	<b>1</b>	<b>1</b>
	<input type="radio"/> Merchant exporter	<input type="radio"/> Manufacturer exporter					
	<input type="radio"/> Project exporter	<input checked="" type="radio"/> Customs officer					
<b>Q2.</b>	What is the first step in starting an export-import business in India?				<b>1</b>	<b>1</b>	<b>1</b>
	<input type="radio"/> Getting a PAN card	<input checked="" type="radio"/> Obtaining an Import Export Code (IEC)					
	<input type="radio"/> Registering with SEZ	<input type="radio"/> Opening a foreign account					
<b>Q3.</b>	What is a performa invoice?				<b>1</b>	<b>2</b>	<b>1</b>
	<input type="radio"/> A sales invoice	<input checked="" type="radio"/> A draft invoice sent before confirmation					
	<input type="radio"/> A customs bill	<input type="radio"/> A shipping label					
<b>Q4.</b>	Which document is required for customs clearance?				<b>1</b>	<b>2</b>	<b>1</b>
	<input type="radio"/> Packing list	<input type="radio"/> Commercial invoice					
	<input type="radio"/> Shipping bill	<input checked="" type="radio"/> All of the above					
<b>Q5.</b>	Which of the following is a commercial principal document?				<b>1</b>	<b>3</b>	<b>1</b>
	<input type="radio"/> Shipping bill	<input type="radio"/> Mate's receipt					
	<input checked="" type="radio"/> Commercial invoice	<input type="radio"/> Guaranteed remittance form					
<b>Q6.</b>	Bill of lading is issued by-				<b>1</b>	<b>3</b>	<b>1</b>
	<input type="radio"/> Exporter	<input type="radio"/> Consignee					
	<input checked="" type="radio"/> Shipping company	<input type="radio"/> DGFT					
<b>Q7.</b>	Which document is used to declare imported goods at customs?				<b>1</b>	<b>4</b>	<b>1</b>
	<input type="radio"/> Shipping bill	<input checked="" type="radio"/> Bill of entry					
	<input type="radio"/> Bill of lading	<input type="radio"/> GR form					
<b>Q8.</b>	Freight declaration is issued by-				<b>1</b>	<b>4</b>	<b>1</b>
	<input type="radio"/> Exporter	<input type="radio"/> Importer					
	<input checked="" type="radio"/> Transport agency	<input type="radio"/> Insurance agency					
<b>Q9.</b>	Which list contains goods prohibited from being exported/imported?				<b>1</b>	<b>5</b>	<b>1</b>
	<input type="radio"/> Export promotion list	<input type="radio"/> Positive list					
	<input checked="" type="radio"/> Negative list	<input type="radio"/> Active list					
<b>Q10.</b>	Which mode is not a valid shipment method?				<b>1</b>	<b>5</b>	<b>1</b>
	<input type="radio"/> Courier	<input type="radio"/> Sea					
	<input checked="" type="radio"/> By drone	<input type="radio"/> By post					

**Section 2 (Answer all question(s))**

**Marks CO BL**

**Q11.** Define Importer Exporter Code (IEC).

2 1 1

Rubric	Marks
Define	2

**Q12.** What are the characteristics of Exim documents?

3 1 1

Rubric	Marks
3 characteristics - 1 each	3

**Q13. (a)** Explain the major dimensions of export-import documentation.

5 1 1

Rubric	Marks
Major 5 dimensions of export-import documentation with explanation	5

(OR)

**(b)** Briefly describe the formalities for obtaining export licenses.

Rubric	Marks
5 Formalities for obtaining export licenses	5

### Section 3 (Answer all question(s))

Marks CO BL

**Q14.** Describe the importance of the packing List in exports.

3 2 1

Rubric	Marks
6 importance	3

**Q15. (a)** Explain the detailed process of export order processing.

7 2 1

Rubric	Marks
7 steps - 1 each	7

(OR)

**(b)** Describe the role of export promotion councils and commodity boards in processing exports.

Rubric	Marks
Export Promotion Councils provide technical assistance, market information, and support to exporters. - 3.5 each Commodity Boards, particularly for traditional commodities, focus on production, development, and export promotion - 3.5 each	7

### Section 4 (Answer all question(s))

Marks CO BL

**Q16.** Mention two types of policies available under marine insurance.

3 3 2

Rubric	Marks
1.5 each	3

**Q17. (a)** Explain various commercial and regulatory documents involved in pre-shipment documentation.

7 3 2

Rubric	Marks
Explanation of Commercial documents involved in pre-shipment documentation-3.5 Explanation of Regulatory documents involved in pre-shipment documentation-3.5	7

(OR)

**(b)** Describe the procedure for obtaining BIS 14000 certification.

Rubric	Marks
Procedure-5 Marks Relevant Explanation-2 Marks	7

### Section 5 (Answer all question(s))

Marks CO BL

**Q18.** Describe any two facilities available to EOUs.

3 4 2

Rubric	Marks
1.5 each	3

**Q19. (a)** Explain the post-shipment formalities and procedures.

7 4 2

Rubric	Marks
Post-shipment formalities and procedures. 7 steps-1 mark each	7

(OR)

**(b)** Describe excise duty and customs clearance procedures.

Rubric	Marks
Excise Duty and Customs Clearance procedures - 3.5 each	7

### Section 6 (Answer any 2 question(s))

Marks CO BL

**Q20.** Differentiate between shipment by air and shipment by sea.

5 5 2

Rubric	Marks
Differentiate 5 each	5

**Q21.** What are the procedures involved in multimodal transportation?

5 5 2

Rubric	Marks
Procedure explanation-4 mark Example-1 Mark	5

**Q22.** Discuss the recent EXIM policy & its three key provisions.

5 5 2

Rubric	Marks
Explanation of EXIM policy-2 Mark Three key provisions-3 mark	5

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