



EuroMaTech

Training Seminars & Conferences


An Intensive 5-Day Training Seminar On

Credit Policies Management

Protect the Investment in Debtors

06 - 10 Jun 2021, Dubai
31 Oct - 04 Nov 2021, Dubai



 View Details

www.euromatech.com

An ISO 9001:2015
and ISO 29993:2017
Certified Company

Credit Policies Management

Protect the Investment in Debtors

INTRODUCTION

Offering credit terms to clients is now an essential requirement of doing business. It is, after all, an "investment" which should generate further profitable sales. For most businesses, the Accounts Receivable ledger can represent the single largest investment that any company may make, and like other investments, it comes with a certain amount of risk. These risks need to be managed and mitigated, and a key part of this is achieved through the use of effective credit policies management.

This highly interactive EuroMaTech training course on Credit Policies Management will assist the participants in keeping up-to-date with current receivable management principles and international guidelines, while at the same time stressing the importance of and providing valuable advice on the most critical areas of credit risk management.

Participants attending the Credit Policies Management training course will develop the following competencies:

- Understanding the underlying principles of effective receivables management
- Identifying the key risk elements of their receivables ledger
- Formulation of collection strategies appropriate to an organisations' debtor profile
- Leveraging internal partnerships to improve the credit risk management process
- How to prepare effective credit management policies
- Utilise Microsoft Excel to analyse debtor performance, calculate DSO's and prepare aged debtor reports
- Applying tools and techniques to effectively monitor AR performances

WHO SHOULD ATTEND?

The Credit Management Policies training course is suitable for a wide range of professionals employed in Accounts Receivable, but it will be particularly beneficial to:

- Accounts Receivable Team Leaders & Senior Supervisors;
- Credit Team
- Billing Team
- Accountants
- Financial Controllers
- Finance Professionals who wish to improve their understanding of this area

PROGRAMME OBJECTIVES

EuroMaTech's Credit Policies Management training course aims to help participants to achieve the following objectives:

- Develop effective credit policies that meet company's objectives
- Use billing best practices techniques
- Develop internal partnerships which will benefit the collection and risk management process
- Evaluate the accounts receivable process and implement best practices
- Apply tools & techniques to effectively monitor Accounts Receivable performances
- Prepare a comprehensive Credit Policy for their organization

TRAINING METHODOLOGY

This EuroMaTech Credit Management Policies training course will provide the theoretical background and techniques that underpin the organisation and management of accounts payable and its related functions. It will provide a real world practical context by incorporating worked examples and case studies that delegates will see how theory applies in practice and can discuss the various issues raised.

PROGRAMME SUMMARY

This unique EuroMaTech training course on Credit Policies Management covers critical areas of granting, managing and recovering credit in today's competitive and demanding market environment. Participants will acquire and develop essential skills that will improve their technical competence in Accounts Receivable Management while at the same time defining the essential processes that need to be in place in their organisation to ensure that risk and exposure to bad debt is minimised, but without detriment to the sales and marketing effort.

IN-HOUSE TRAINING

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.

PROGRAM OUTLINE

DAY 01

Establishing Credit Policies

- What is the purpose of credit?
- Outline of a credit policy:
 - » Mission
 - » Department objectives
 - » Roles and responsibilities
 - » Procedures
 - » Measuring results
- Building a Credit Policy from the first principles
- Defining the Mission and Objectives
- Identifying roles and responsibilities: introducing a control framework
- Using Process Mapping to identify potential areas of conflict

DAY 02

Credit Risk Assessment: Establishing the Criteria and Authority Levels

- Credit risk assessment: establishing the criteria and authority levels
- Establishing credit worthiness: intent and ability to pay
- Analysing financial statements to determine company health
- Other sources of credit information
- Establishing Credit Limits
- Offsetting credit risk: guarantees, bonds and insurance options
- Key data required for the Customer Master File
- Credit worthiness as a basis for debtor classification

DAY 03

Billing Process Best Practices

- Getting it right first time: Billing process defined
- Authorisation levels, audit and control checks
- Billing frequency and reconciliations
- Accounting for VAT
- Using technology to leverage the billing process
- Benefits of an integrated Billing / Accounts Receivable solution
- Third-Party solutions, including Electronic Data Interchange (EDI)

DAY 04

Managing the Collection Process

- Defining effective collection strategies based upon debtor value, risk and behaviour
- Reviewing strategy effectiveness and establishing triggers for review
- Automating the collection process: *Leveraging workflow management tools*
- Engaging with “internal customers” to manage debtor performance
- Aged analysis the debtor ledger using Microsoft Excel®
- Defining strategies to manage – and resolve – *customer disputes*
- Authorisation of escalation measures: *litigation or insolvency*

DAY 05

Monitoring Credit Performance

- Reviewing debtor performance
- Tracking credit worthiness and updating risk ratings
- Analysing debtor risk by category using Microsoft Excel®
 - » Collectability
 - » Process effectiveness
 - » Debt “at risk”
- Provisions for “Bad” and “Uncollectable” debt
- Action Plan: Review existing Credit Policies or Create a Fresh Set of Policies

QUALITY CERTIFICATIONS & ACCREDITATIONS



The PMI® Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

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✓	Date	Venue	Fee(\$)
	06 - 10 Jun 2021	Dubai	US\$4,950
	31 Oct - 04 Nov 2021	Dubai	US\$4,950

*This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).**

Your Details

Name (Mr/Ms):.....
Position:..... Organisation:.....
Address:.....
.....
City / Country:
Telephone / Fax:

Mode Of Payment

- Please find enclosed a cheque made payable to EuroMaTech
 Please invoice me
 Please invoice my company as follows:

Contact Name:
Company Name:
Address:.....

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates. In addition, a special note pad to facilitate note taking will be provided.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, Contact Your Nearest EuroMaTech Office.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

***VAT Announcement:** The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.

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