



**JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY**  
**MOMBASA CAMPUS**  
**INSTITUTE OF CHARTERED SHIPBROKERS (ICS) CERTIFICATE PROGRAM**

**CERTIFICATE IN SHIPPING MANAGEMENT.**

**MAY AND NOVEMBER 2019 INTAKE.**

UNIT NAME	TOPICS PER EACH UNIT.	UNIT DURATION.
<b>UNIT ONE</b>  (Commercial shipping geography)	Locations of the world continents.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB.</b> ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.
	World geographical regions.	
	World major shipping canals and waterways.	
	World major shipping ports.	
	World oceans and seas.	
	Tides, currents, climates and weather and their effects in maritime transport.	
	Latitudes and longitudes and their uses in shipping business.	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT TWO</b>  (Ships and cargoes)	Meaning of ships.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB.</b> ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.
	Type of ships and their characteristics.	
	Meaning of terminologies used in ship measurements and dimensions.	
	Ship sketches and labeling	
	Ship gears	
	Major cargoes carried by sea.	
	Characteristics of major cargoes transported by sea.	
	Methods of cargo handlings.	
	Sources and destinations of cargoes.	
<b>TOTAL NO OF SESSION</b>		<b>10 SESSIONS.</b>
<b>UNIT THREE</b>  (Practitioners in shipping business)	Meaning of Practitioners in shipping business.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB.</b> ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.
	Principals. <ul style="list-style-type: none"> <li>➤ Owners.</li> <li>➤ Non vessel operating common carriers (NVOCC).</li> <li>➤ Shippers.</li> <li>➤ Charterers.</li> </ul>	
	Intermediaries <ul style="list-style-type: none"> <li>➤ Ship management companies.</li> <li>➤ Dry cargo charterers.</li> </ul>	

	<ul style="list-style-type: none"> <li>➤ Tanker charterers.</li> <li>➤ Port agency.</li> <li>➤ Liner agency.</li> </ul>	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT FOUR</b>  <b>(International trade and commerce)</b>	Meaning of international trade.	UNIT DURATION - 1 WEEK. (MONDAY – FRIDAY)  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 1 WEEKS.</b>
	Reasons for international trade.	
	Reasons for shipping.	
	Shipping as a derived demand.	
	Methods of payments in international trade.	
	International commercial terms.	
<b>TOTAL NO OF SESSIONS</b>		<b>5 SESSIONS.</b>
<b>UNIT FIVE</b>  <b>(Ship registration, classification and insurance)</b>	Meaning of ship registration.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Reasons for registering ships.	
	Uses of ship registration certificate.	
	Types of ship registry.	
	Meaning of ship classification.	
	Reasons why a ship needs to be classed.	
	Roles of classification societies.	
	Principle classification societies.	
	Marine insurance.	
	Roles of protection and indemnity clubs.	
	Ships surveys and inspections.	
	Meaning and roles of port state control.	
Meaning and roles of international transport federation.		
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT SIX</b>  <b>(Ship documentation)</b>	Cargo documents.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Ship documents.	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT SEVEN</b>  <b>(Contract of carriage)</b>	Charter party. <ul style="list-style-type: none"> <li>➤ Meaning of charter party contract.</li> <li>➤ Basic elements in charter parties.</li> <li>➤ Types.</li> </ul>	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Bill of lading. <ul style="list-style-type: none"> <li>➤ Meaning of bill of lading.</li> <li>➤ Types of bill of lading.</li> <li>➤ Functions of bill of lading.</li> <li>➤ Rules governing bill of lading.</li> </ul>	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT EIGHT</b>	Meaning of port.	UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)
	Types of ports.	
	Location of major world ports.	

<b>(Ports and terminal operation)</b>	Geographical reasons for port locations.	<b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Importance of port safety and security.	
	Meaning of inland clearance depots.	
	Functions of inland clearance depot.	
	Factors to consider when locating ICD's.	
	Types of port charges.	
	Port and terminal handling equipments.	
	Port infrastructures e.g. berths, sheds, w/shops etc.	
	Roles of government organizations at the port authorities.	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT NINE</b> <b>(Ship operation and trade routes)</b>	Tramp ship operation.	<b>UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)</b>  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Liner ship operation.	
	Major trade routes.	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT TEN</b> <b>(Shipping markets)</b>	Meaning of shipping markets.	<b>UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)</b>  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
	Tramp market.	
	Liner market.	
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT ELEVEN</b> <b>(Business communication skills and report writing)</b>	Meaning of communication.	<b>UNIT DURATION - 1 WEEK. (MONDAY – FRIDAY)</b>  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 1 WEEKS.</b>
	Process /communication channel.	
	Importance of communication.	
	Barriers to communications and ways of eliminating barriers.	
	Forms of business communication (reports, letters, curriculum viate, memos, tender letters, faxes, e – mails .etc	
<b>TOTAL NO OF SESSIONS</b>		<b>5 SESSIONS.</b>
<b>UNIT TWELVE.</b> <b>(Ethics and business integrity)</b>	Meaning of ethics.	<b>UNIT DURATION - 1 WEEK. (MONDAY – FRIDAY)</b>  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 1 WEEKS.</b>
	Importance of ethics.	
	Areas that requires ethics in shipping business.	
	Major areas of fraud in shipping business.	
	How Practioners in shipping business solve maritime frauds.	
<b>TOTAL NO OF SESSIONS</b>		<b>5 SESSIONS.</b>
<b>UNIT THIRTEEN</b>	Meaning of containerization.	<b>UNIT DURATION - 2 WEEKS. (MONDAY – FRIDAY)</b>
	History of containerization.	
	Benefits and drawbacks of containerization	

(Containerization, intermodal transport and logistics)		<b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 2 WEEKS.</b>
<b>TOTAL NO OF SESSIONS</b>		<b>10 SESSIONS.</b>
<b>UNIT FOURTEEN</b> (Basic accounting)	Meaning of accounting. Terminologies used in accounting. Contents of balance sheet and trading profit and loss account. Business entities.	<b>UNIT DURATION - 1 WEEK.</b> <b>(MONDAY – FRIDAY)</b>  <b>NB. ONE SESSION OF TWO HOURS EVERY DAY FOR 1 WEEKS.</b>
<b>TOTAL NO OF SESSIONS</b>		<b>5 SESSIONS.</b>

#### **ENTRY REQUIREMENTS**

- Students with K.C.S.E mean grade of D plain and above
- Learners with no experience in the shipping Industry who would want to secure employment in the shipping industry.
- Learners interested to pursue ICS diploma
- Copy of national Identity Card
- 2 Pcs of colored passport size photos
- Filled registration form

#### **CERTIFICATE COURSE DURATION**

- Course duration is six months

#### **CERTIFICATE EXAMINATIONS**

- November Examinations
- May Examinations

#### **COST IMPLICATION**

- Tuition fee **Ksh 30,000** payable to Jomo Kenyatta University of Agriculture and Technology –Mombasa Campus account Kenya Commercial Bank Account Number **1107586933**
- Registration and examination fee for certificate in shipping management **Ksh 8500** -payable to Institute of Chartered Shipbrokers (ICS).

#### **REGISTRATION AND APPLICATION FORMS**

- Application forms can be collected at Jomo Kenyatta University of Agriculture and Technology –Mombasa Campus