



INSTITUTE OF  
CHARTERED  
SHIPBROKERS



# The Institute of Chartered Shipbrokers

## Qualifications · Education · Networks

The Institute of Chartered Shipbrokers is the professional body for all members of the commercial shipping industry worldwide.

The Institute was founded in 1911 and awarded a Royal Charter in 1920.

The Institute of Chartered Shipbrokers sets and examines the syllabus for membership, providing the shipping industry with highly qualified professionals.

The Institute of Chartered Shipbrokers is the only internationally recognised professional body in the commercial maritime arena and it represents shipbrokers, ship managers and agents throughout the world.





## Networks

The Institute network counts 27 branches in key locations and over 4,000 individual Members and Fellows.

In support of its students, the Institute also operates through its 14 International Teaching Centres and organises Exam Centres in over 160 locations worldwide.

The Institute continues to grow with 12 Recognised Partners joining the family recently.



## Membership

Members of the Institute of Chartered Shipbrokers are an internationally recognised network of shipping professionals who have proven knowledge, competence and understanding of the broad spectrum of shipping business and who continuously work to improve professional and ethical standards in the industry.

Members of the Institute are committed to maintaining the highest professional standards across the shipping industry and, as part of a professional body, members enjoy the benefits of an enhanced career in the shipping industry.

The letters MICS and FICS mark a point of difference in a very difficult and ever changing service sector which remains dependent on the knowledge and trust of its key decision makers. Fellows (FICS) are entitled to use the protected title 'chartered shipbroker'. Governments across the world seek the Institute's opinion on relevant shipping issues.



# The Institute's Qualifications

> 14 Foundation Diplomas

> 14 Advanced Diplomas

> Individually tailored Professional Qualification leading to membership [PQE]

Foundation Diploma in:			Advanced Diploma in:		
	1. Foundation Diploma in <i>Dry Cargo Chartering</i>	8. Foundation Diploma in <i>Port &amp; Terminal Management</i>		1. Advanced Diploma in <i>Dry Cargo Chartering</i>	8. Advanced Diploma in <i>Port &amp; Terminal Management</i>
	2. Foundation Diploma in <i>Ship Operations &amp; Management</i>	9. Foundation Diploma in <i>Offshore Support Industry</i>		2. Advanced Diploma in <i>Ship Operations &amp; Management</i>	9. Advanced Diploma in <i>Offshore Support Industry</i>
	3. Foundation Diploma in <i>Ship Sale &amp; Purchase</i>	10. Foundation Diploma in <i>Shipping Law</i>		3. Advanced Diploma in <i>Ship Sale &amp; Purchase</i>	10. Advanced Diploma in <i>Shipping Law</i>
	4. Foundation Diploma in <i>Tanker Chartering</i>	11. Foundation Diploma in <i>Marine Insurance</i>		4. Advanced Diploma in <i>Tanker Chartering</i>	11. Advanced Diploma in <i>Marine Insurance</i>
	5. Foundation Diploma in <i>Liner Trades</i>	12. Foundation Diploma in <i>Shipping Finance</i>		5. Advanced Diploma in <i>Liner Trades</i>	12. Advanced Diploma in <i>Shipping Finance</i>
	6. Foundation Diploma in <i>Port Agency</i>	13. Foundation Diploma in <i>Economics of Sea Transport &amp; International Trade</i>		6. Advanced Diploma in <i>Port Agency</i>	13. Advanced Diploma in <i>Economics of Sea Transport &amp; International Trade</i>
	7. Foundation Diploma in <i>Logistics &amp; Multi-modal Transport</i>	14. Foundation Diploma in <i>Legal Principles in Shipping Business</i>		7. Advanced Diploma in <i>Logistics &amp; Multi-modal Transport</i>	14. Advanced Diploma in <i>Legal Principles in Shipping Business</i>

## Professional Qualifying Examinations (PQE)

The PQE leading to Membership form the pinnacle of the Institute qualification. Completion of a combination of exams [personally chosen by each candidate] is an illustration of one's developed knowledge and understanding of the commercial shipping industry. While Diploma programmes include two subjects and exams, the Institute top structured programme is formed through the successful completion of seven exams. Candidates typically take around two to three years to complete the PQE programme, and only three to four months for a Diploma.

# Syllabus

The Institute syllabus for its Professional Qualifying Examinations (PQE) is designed to examine students on a wide range of commercial shipping activity.

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## Compulsory Papers for PQE

These papers are compulsory because they represent the fundamental underpinnings of all activity within the commercial shipping industry:

- Introduction to Shipping
- Legal Principles in Shipping Business
- Economics of Sea Transport & International Trade
- Shipping Business

## Specialism Papers

Specialism papers cover a wide range of practical shipping disciplines in considerable detail:

- Dry Cargo Chartering
- Ship Operations & Management
- Ship Sale & Purchase
- Tanker Chartering
- Liner Trades
- Port Agency
- Logistics & Multi-modal Transport
- Port & Terminal Management
- Offshore Support Industry
- Shipping Law
- Marine Insurance
- Shipping Finance

## The Institute publications

The Institute of Chartered Shipbrokers books are reference manuals for the industry. Universities and firms around the world acquire the whole series as text books and as reference manuals for their libraries.

# OUR COURSE BOOKS

"Must read manuals for the commercial shipping industry"

### CORE



#### Introduction to Shipping

Foreword by Alan Marsh FICS  
Former CEO - Braemar Seascopes and former President, Institute of Chartered Shipbrokers  
ISBN 978-1-908833-83-9  
Pages: 330

*Introduction to Shipping* provides an overview of the shipping industry. It defines and describes all aspects of shipping, the personnel who work in it and the history behind it, and introduces key aspects of finance and accounting in shipping in a format that is easy to follow.



#### Legal Principles in Shipping Business

Foreword by Sir David Steel  
International Commercial Arbitrator and former Admiralty Judge of England  
ISBN 978-1-908833-84-6  
Pages: 372

*Legal Principles in Shipping Business* describes the way that shipping law affects how the industry conducts itself. It explains the nuts and bolts of charter parties and different types of shipping documentation, and describes the principles and the essential ingredients of contract law.



#### Economics of Sea Transport and International Trade

Foreword by Julian Bray  
Editor-in-Chief, TradeWinds  
ISBN 978-1-908833-59-4  
Pages: 236

This authoritative book is both a great introduction to the economics of the shipping industry and a valuable reference book for commercial practitioners. An easy-to-read reference for those who need an overview of the economic and commercial issues, key trends, commodities and the anatomy of international trade.



#### Shipping Business

Foreword by HE Sultan Ahmed Bin Sulayem  
Group Chairman and CEO, DP World  
ISBN 978-1-911328-10-0  
Pages: 207

This book examines the ships themselves and the disciplines of chartering, sale and purchase, ship management, port agency and liner trades. Seaborne trade is analyzed as well as the ship types that are deployed in the various trades. It also covers how shipping companies are run and business ethics.

### SPECIALISM



#### Dry Cargo Chartering

Foreword by Paul C. Over  
Director, Nyika Ltd, Bedt Ltd (Baltex), Asia Maritime Pacific Agencies Ltd, Carisbrooke Ltd and Epic Gas Ltd  
ISBN 978-1-911328-03-2  
Pages: 320

*Dry Cargo Chartering* describes the dry cargo sector, mainly involving the shipping of bulk commodities. It explains how this part of the industry works and also looks at the less familiar cargoes and trades.



#### Ship Operations and Management

Foreword by Mark O'Neil  
Former Colombia Shipmanagement Ltd  
ISBN 978-1-911328-05-6  
Pages: 406

The thousands of ships, vessels and craft that are trading in the world today all have to be operated and managed. Ship management and the operation of ships is a crucial branch of shipbroking. This authoritative book is an essential reference for those working within or with the sector.



#### Ship Sale & Purchase

Foreword by Alan R. W. Marsh MBE FICS  
Braemar ACM Shipbroking  
ISBN 978-1-911328-12-4  
Pages: 240

Selling ships is a highly specialised sector of the shipbroking market. This edition of *Ship Sale and Purchase* covers the key areas of secondhand, rebuilding and demolition sales. It covers the ships themselves, finance and valuation, relevant regulations and the various saleforms.



#### Liner Trades

Foreword by Robert Woods CBE  
Former President of the Institute of Chartered Shipbrokers  
ISBN 978-1-911328-09-4  
Pages: 240

Container ships have largely taken over the tasks of carrying goods to market internationally. Large container ships have satisfied the promoters of economies of scale. Covering vessels, liner services and trade routes, industry consolidation and alliances, the book includes legal, financial and documentary aspects.



#### Port Agency

Foreword by John S Denholm  
Chairman and Chief Executive, Denholm Group  
ISBN 978-1-908833-85-3  
Pages: 248

In an industry as international as shipping, it is impossible for a ship operator to have offices in every port where its ships might call. Ship operators rely on a network of port agents to act as their eyes and ears to ensure the safe and secure running of their ships.



#### Logistics and Multi-modal Transport

Foreword by Claus Hyldager  
CEO, Nisomar  
ISBN 978-1-908833-61-7  
Pages: 360

Logistics is the management of a flow of goods from the point of origin to the point of delivery in order to meet certain requirements. This book covers all aspects of shipping logistics from factory to customer and all stops in between.



#### Port and Terminal Management

Foreword by Richard Ballantyne  
Chief Executive of the British Ports Association  
ISBN 978-1-911328-11-7  
Pages: 259

*Port and Terminal Management* has been written, reviewed and extensively revised by industry experts. It examines all operational aspects of port functions, from financing, legal concerns and planning through to operations, marketing, competition, equipment and infrastructure.



#### Offshore Support Industry

Foreword by Howard D. Woodcock FICS  
Chief Executive, Bibby Offshore Holdings Limited  
ISBN 978-1-908833-00-6  
Pages: 256

This authoritative book is both a great introduction to the operational side of the offshore support industry and a valuable reference work for commercial practitioners. It is a great reference for those who want an overview of the technical and commercial issues involved in the chartering, ownership and management of offshore vessels.



#### Marine Insurance

Foreword by Chris Adams  
Head of European Syndicate and Loss Prevention, Steamship Insurance Management Services Limited  
ISBN 978-1-911328-04-9  
Pages: 274

Offering financial protection against maritime and transit losses, marine insurance gives the shipping industry the confidence to trade. This book delivers a valuable briefing on this important sector.



#### Shipping Finance

Foreword by James Kidwell  
Chief Executive, Braemar ACM  
ISBN 978-1-908833-66-2  
Pages: 170

Finance is at the heart of global industries and shipping is no exception. This book takes the guesswork out of financial planning, delivering professionally reviewed guidance on markets, cycles, sources, options and security, from both sides of the financing fence.



#### Shipping Law

Foreword by Michele White  
General Counsel, INTERTANKO  
ISBN 978-1-908833-30-3  
Pages: 362

The law applies in some form to every aspect of our lives and especially so in shipping as it is such an international and complex business. An invaluable reference covering many areas of wet and dry law, legal aspects of charter parties and bills of lading and conventions on the carriage of goods by sea.



#### Tanker Chartering

Foreword by Dr Nikolas Tsakos  
President and Chief Executive of Tsakos Energy Navigation Ltd and Chairman of INTERTANKO  
ISBN 978-1-908833-86-0  
Pages: 324

Tanker markets are driven by a number of economic factors, which along with technical, operational and regulatory aspects pose specific challenges to shipowners. This book is aimed at trainee brokers and all those with an interest in the market, where a qualified and experienced broker can have a major influence on a company's fortunes.

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### FURTHER READING



#### Economics of Maritime Transport, Theory and Practice

By James McConville  
ISBN 1-85609-162-7  
Published: 1999  
Pages: 424

Maritime Economics has emerged as a major field of study and this book provides the institutional setting and demonstrates how analysis can be applied to the complex problems of the shipping industry.



#### Port Agency

By Malcolm Latache, FICS  
ISBN 1-85609-157-0  
Published: 1998  
Pages: 198

Provides a comprehensive overview of the role of the agent, port services, ship types and services provided, commercial operations and documentation, and is a guide to handling challenging events.



#### Sale & Purchase

By William Peckard, FICS  
Published 2004  
ISBN 0-9548218-2-3  
Pages: 272

The merchant ship sale and purchase world invariably holds a fascination for shipping outsiders, as well as for those employed elsewhere in the marine industries.



#### Cargoes

By William Peckard, FICS  
Published 2004  
ISBN 0-9548218-0-7  
Pages: 282

For those who still believe that the transportation of cargoes is a static study - think again.





## The Passport to the Shipping World

Our Qualifications are the Passport to access a world of opportunities  
in the maritime sector.

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