



# Guarantees Bundle

Combine our introductory and advanced courses  
on bank guarantees and save US\$50

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**Price\*** US\$299

**Duration** 8 learning hours

**Language** English

**Access period** 12 months

**Exam\*\*** No examination

**Accreditation partners** LIBF | BAFT | GTPA

\*When purchased as stand-alone courses, the cost is USD \$350

\*\*Upon completion, candidates will be issued a "Letter of Completion"

## Course objectives

Guarantees are used to support trade with increased certainty while promoting business growth. Through the Guarantees Bundle, which combines both the introductory and advanced level courses, you can grow your financial literacy, specifically around issuing bank guarantees during international transactions and other more complex transactions.

In the introduction course, build a foundational understanding of demand guarantees and their importance in facilitating global trade. You will also learn about the origins and development of a bank guarantee, from the days of using cash deposits

## Target audience

General practitioners in roles dealing with relationship management, credit, compliance, etc., have an interest in trade finance and work in banks, corporates, or financial institutions.

as a collateral to the independent instruments of today, in addition to familiarising yourself with key terminology and elements of a guarantee.

In the advanced course, gain a deeper understanding about the issuance of a bank guarantee, use of counter guarantees and other complex transactions. This course will also take you through the ins and outs of global standards, legal frameworks, and 360° view of the application of guarantees to ensure your business practices are more reliable and trusted.

## Why take the bundle?

- Understand the elements of what makes a guarantee successful to make the most of the powerful financial instrument
- Learn the importance of using correct terminology to better serve your clients
- Quickly and accurately identify the conditions of your guarantees, whether direct or indirect, to reduce risks

## Structure

### Course 1: Introduction to Guarantees

- Lesson 1** Overview of Guarantees
- Lesson 2** Family of Independent Instruments
- Lesson 3** Structure of a Guarantee
- Lesson 4** Types of Guarantees—Most Common Forms
- Lesson 5** Jurisdiction and Rules
- Lesson 6** Lifecycle of a Guarantee
- Lesson 7** Demand under a Guarantee
- Lesson 8** Case Study
- Lesson 9** Assessment

### Course 2: Advanced Guarantees

- Lesson 1** Structure of a Guarantee
- Lesson 2** Guarantees in International Trade
- Lesson 3** Jurisdiction and Rules
- Lesson 4** Amount and Currency
- Lesson 5** Lifecycle of a Guarantee
- Lesson 6** Assignment/Transfer
- Lesson 7** Demand
- Lesson 8** Misuse of Rights/Unfair Calling



## Andrea Hauptmann

**Senior Director and Head of the Guarantees Department,  
Raiffeisen Bank International**

Andrea Hauptmann has been with Raiffeisen Bank International since 1984. After a short postgraduate study at Cambridge University, she worked in the documentary department on import/export letters of credit and then bank guarantees until 1988. She then took over responsibility of the guarantees business in 1991 and was appointed Director in 1997 and then Senior Director in 2000. Ms Hauptmann has been a member of ICC Austria since 1997. She was also Chair of the ICC Guarantee Task Force and a delegate and member of the Executive Committee of the ICC Banking Commission.