

## MINUTE OF THE 2nd MEETING

Minute of the delegation meeting that attended **activity 1.1.7** - Transfer of Technology (TOT) seminar in London from 19 to 23 January 2009, have agreed to place in record following decisions, unanimously arrived at the meeting on the agenda put forward by the ECIBON Project for deliberation and decision.

The meeting was held on the date, time and venue mentioned below:

**Date:** 22 February 2009    **Place:** EEC-Nepal    **Time:** 1500 Hrs.    **Day:** Sunday

### Members Present at the meeting:

Name	Designation	Organization
Mr. Binayak Shah	Secretary General	EEC-Nepal
Mr. Rajan Sharma	Executive Member	EEC-Nepal
Mr. Bekha Man Dangol	Treasurer	FNCSIN
Ms. Sulochana Rajbhandari	Administrative Officer	FNCSIN-Kathmandu
Ms. Kamini Chand	Project Officer	ECIBON

### Absent:

Mr. Azaj Alam	President	RAI
Mr. Ramesh Adhikari	Secretary / Program Coordinator	FNCSIN-Dhading

### Invitees:

Mr. Pravakar Bickram Rana	Project Manager	ECIBON
Mr. Umesh Bhandari	Program Officer	EEC-Nepal

### Deliberations and Decisions:

The meeting commenced after Ms. Kamini Chand, Project Officer informed the delegates that as per the Memorandum of Association of the chamber, the number of Members present at the meeting fulfilled the required number of quorum. Chairperson, Mr. Binayak Shah, chaired the meeting.

### Chairperson presented the following agenda for deliberation:

1. Briefing on London Seminar
2. Preparation of leaflet
3. Information dissemination on London Seminar
4. Formation of Core Group
5. Misc.

### The meeting lasted till 1700 hrs and ended with the following resolutions:

#### 1. Briefing on London Seminar

Mr. Binayak Shah & Ms. Kamini Chand gave detailed briefing on London Seminar.

This training was given by London Chamber of Commerce and industry (LCCI) in Great Britain. Participants of this seminar were 7 representatives of the Nepalese partner organisations and project beneficiaries as mentioned above except for INVITEES. It is expected that the Nepalese participants upon their return to Nepal, will convert their knowledge to other Nepalese IBOs through a one day seminar which will be an extension of **activity 1.1.4** - 'International Documents and Payments & Regional Policy in Economy and Infrastructure - Lobbying and Advocacy' & **activity 1.1.5** - 'Training on relevant EU/WTO quality and Social standard Issues' Transfer of Technology (TOT) by British experts to EEC-Nepal and FNCSIN on trade promotion services aimed at EU market

Trade promotion is one of LCCI of Commerce specializes. An effective way of achieving TOT is through the selection of key in-country staff and the funding of a program for them in a partner market.

The program was intensive and comparatively short and included an induction in trade promotion activities and techniques, the shadowing of appropriate executives, attendance at trade promotion events, and the augmentation of individual's knowledge of trade opportunities in the host country.

The aim of this activity was to provide the delegates with an understanding of the Chamber's international trade promotion activities, (specifically trade missions as the organization of seminars and trade fairs had been covered in November in Kathmandu), and also greater knowledge of the British market.

**The achievement from 5 day study / market information / networking tour is as follows:**

1. The group got the chance to see the business dealing and aware them on how they need to achieve to comply with the requirement of the market.
2. They learnt about the way of life in Europe and the multi cultured people having their own specific requirement and how to meet their demand.
3. Acquainted them self on the transportation system of London city and the city management system.
4. Learnt on the sector of improvement they need to bring to their product and marketing.
5. Learnt of the pricing system and aware them on why the products were priced at high cost in Europe taking into consideration the transportation, marketing, tax and other overhead costs.
6. Better knowledge on Trade Mission and its importance.
7. Importance of participating at Exhibition and Trade fares and how to participate or organize.
8. Use of effective sights in the web to acquire knowledge of partner country.
9. Opportunity Governments provide and what to seek for with Government.
10. How to manage the chamber effectively?
11. Where to look for information?
12. How to impart the knowledge to BSOs and IBOs to facilitate their member organizations?
13. The meeting with British investors / Nepalese residing in London and their desire to invest in Nepal was one of the high lights of the visit.

**2. Preparation of leaflet**

The meeting decided to prepare one page leaflet with information on EEC-Nepal / ECIBON project and the out put of Activity 1.1.7 of the ECIBON project and disseminate to IBOs all over Nepal. Rest of the trade related information will be a part of the Direct Mailing campaign of the ECIBON project.

**3. Information dissemination on London Seminar**

It was also decided that as an extension of ECIBON project Activity 1.1.5 conduct two hour interactive sessions to impart the knowledge gained from London Chamber of Commerce and Industry in Nepalgunj, Butwal, Biratnager and Kathmandu.

Activity 1.1.4 to be conducted by Mr. Peter Bishop should also include a session on activity 1.1.7. The session will also include information on Export documents and Trade as a whole.

#### **4. Formation of Core Group**

The meeting decided to form a core group of consultants to disseminate information on

- a. How to do Business with EU,
- b. Where to look for information / market,
- c. EU import regime,

to the Nepalese entrepreneurs

The core group of consultants includes the followings under the Chairmanship of Mr. Shah:

<b>Name</b>	<b>Designation</b>	<b>Organization</b>
Mr. Binayak Shah	Secretary General	EEC-Nepal
Mr. Rajan Sharma	Executive Member	EEC-Nepal
Mr. Bekha Man Dangol	Treasurer	FNCSIN
Ms. Sulochana Rajbhandari	Administrative Officer	FNCSIN-Kathmandu
Ms. Kamini Chand	Project Officer	ECIBON
Mr. Azaj Alam	President	RAI
Mr. Ramesh Adhikari	Secretary / Program Coordinator	FNCSIN-Dhading
Mr. Pravakar Bickram Rana	Project Manager	ECIBON
Mr. Umesh Bhandari	Program Officer	EEC-Nepal

Ms. Kamini Chand was instructed to act as coordinator of the Core Group and will coordinate with Mr. Binayak Shah for necessary assistance until July 2009.

Information regarding the pool of experts would be thoroughly highlighted in the forthcoming issue of EEC-Nepal News letter.

#### **5. Misc.**

1. The next meeting of the Core Group of Consultants is scheduled two weeks from this meeting.
2. Provided detailed information to Mr. Azaj Alam and Mr. Ramesh Adhikari and invite them to attend the next meeting.
3. Prepare a frame work to conduct trade/economic/market/ Export Documentation related issues seminar at the chamber every three months under the expertise of Mr. Rajan Sharma.
4. Discussion for participation at various International Trade Fairs will take place at the next meeting.

As there was nothing further to discuss, Chairman welcomed the delegates and sought their continued support and cooperation to effectively & efficiently formulate new ideas to promote bi lateral trade between Nepal and EU. Chairman Mr. Shah thanked the members for their active participation and constructive opinion expressed at the deliberations of the meeting and concluded the meeting.