

## Expectation and requirements of Beneficiary participants

During IBO networking meeting  
Held on 16<sup>th</sup> and 17<sup>th</sup> January 2008

### Activity: 3.1.1) Organise a meeting for Nepalese IBOs

#### a) 15 members IBO network established

a.1) Recommended by: Federation of National Cottage and Small Industries Nepal (FNCSIN)  
District Committee Bhaktapur (FNCSIN)  
District Committee Kathmandu (FNCSIN)  
District Committee Makwanpur (FNCSIN)  
District Committee Dhading (FNCSIN)  
District Committee Dolkha (FNCSIN)

a.2) Recommended by: Federation of National Chamber of Commerce and Industry (FNCCI)  
Baglung Chamber of Commerce and Industry  
Nepalgunj Chamber of Commerce and Industry  
Itahari Chamber of Commerce and Industry  
Nuwakot Chamber of Commerce and Industry  
Darchula Chamber of Commerce and Industry

a.3) Commodity Associations: Selected on Merit Basis  
Nepal Carpet Exporters Association  
Nepal Coffee Producers Association  
Floriculture Association Nepal  
Rupandehi Industry Association  
Lalitpur Handicraft Association

#### b) Advisory Committee for the project was formed:

- President and General Secretary of EEC-Nepal (2 persons)  
Mr Dibya Mani Rajbhandari, President of EEC-Nepal  
Mr Binayak Shah, Secretary General, EEC-Nepal
- President and General Secretary of FNCSIN (2 persons)  
Mr Jung Bahadur Shrestha, President, FNCSIN  
Mr Babu Kaji Maharjan, Secretary General, FNCSIN
- Appointee from IBO-network (5 persons: 1 from each district)  
Mr Mohan Bahadur Katuwal, President Makwanpur Chamber of Commerce and Industry  
Ms Sulochana Rajbhandari, FNCSIN-Kathmandu District Committee  
Mr Tanka Prasad Dulal, President, Itahari Chamber of Commerce and Industry  
Mr Damodar Acharya, President, Nepalgunj Chamber of Commerce and Industry  
Mr Azaj Alam, President, Rupandehi Industry Association, Butwal

#### c) Determine a schedule for meetings of the Advisory Committee

- once every 3 months:

#### d) determined the way of cooperation within the Nepalese intermediary network:

- Meeting minutes of advisory committee need to be circulated to all beneficiaries.
- If required financial report of the project needs to send prior to advisory committee meeting.
- As most of the advisory committee members are from within beneficiary, it is better to allocate at least one hour in each training for interaction between advisory board and other beneficiary

- e) further detailed inventory among the Nepalese intermediary network of expectations / requirements compiled:

Activity: 3.1. 2) Cooperation agreements within the 15 Nepalese intermediary network signed

**Expectations / requirements of Beneficiary from below mentioned activities:**

Activity: 1.1.1) Seminar on 'Doing Business with the EU and particularly Great Britain'

- Market demand of Nepalese product in EU and particularly in Great Britain
- Business policy of EU and Britain
- Market information of Great Britain ( Customers need and wants)
- What types of problem UK faced with doing business with Nepal and Nepalese Entrepreneurs.
- Process and policy of trade in UK.
- Knowledge on products and its quality.
- Quality, Grading and Post harvesting.
- Problem of cold storage
- Legal procedure of export goods in UK
- Packing handling and forwarding
- Payment delivery
- Knowledge about e-business.
- Standard and quality required by EU.
- Identification of particular Nepalese products that can be exported to EU and UK.
- Ways and procedure to export non timber forest product like Nepali paper.

Activity: 1.1.2) Seminar on 'Chamber management and Administration' and 'Membership Recruitment'

- Office Management
- Leadership input to executive members
- Emphasis on Chamber/Secretariat management
- Strategy and policy to attract and increase members.
- Human resource management
- Office layout
- Role and rights of different sub-committee
- Fund generating ideas.

Activity: 1.1.3) Seminar on 'How to arrange and carry out Match-Making activities and events' and 'How to prepare and participate in Trade Fairs and Exhibitions'

- After training, some of the entrepreneurs should take part in International Trade fair and Exhibitions for their practical knowledge.

Activity: 1.1.4) Seminar on International Documents and Payments' and 'Regional policy in Economy and Infrastructure'

- During such training Policy makers or high level Nepal, government staff should present together with entrepreneurs.

Activity: 1.1.5 Training on relevant EU/WTO quality and social standards issues applicable

- Trainer should have commodity base knowledge.
- Trainer should know technical and practical part not only theoretical.

Activity: 1.1.6 Marketing / international business training for Nepalese IBOs.

- This training should be provided by foreign export.
- Expert should have product base knowledge like coffee, Nepali paper, agro product etc. and know technical and practical part of marketing

Activity: 1.1.7) Transfer of Technology course on trade promotion services aimed at the EU market.

Activity: [2.1.1\) Assessment of opportunities in -three- sub-sectors for potential trade](#)

- During this survey, information provided by the beneficiary will be utilized.
- Beneficiary will provide share information whatever they have.
- Compiled Assessment report will be provided to all beneficiaries.

Activity: [2.1.2\) General assessment of trade related procedures and requirements](#)

- During assessment of trade related procedures and requirements practical input will be compiled from beneficiary.
- Compiled Assessment report will be provided to all beneficiaries.
- Generally trade related procedures and requirements are clear but practical difficulty faced by entrepreneurs need to be incorporate in the report.

Activity: [2.2.1\) Determination of the system to exchange business information](#)

- There should be provision of incorporating beneficiary's information in the project web site.
- This web site need to excess to all beneficiaries.

Activity: [2.2.2\) Direct mailing campaign to raise awareness among Nepalese SMEs](#)

Activity: [2.2.3\) Preparation of first annual EU Trade Report by EEC-Nepal](#)

- Project office will provide this report to all beneficiary

There should be interpreter in all training program conducted in English language.