

Minute of the **Third Meeting of the Advisory Committee** of ECIBON Project has agreed to place in record following decisions, unanimously arrived at the meeting on the agenda put forward by the project office for deliberation and decision.

**Venue:**

**Place:** Baglung CCI office

**Time:** 1730 Hours

**Day:** Wednesday

**Date:** 3<sup>rd</sup> September 2008

**Advisory Committee Members:**

<b>Name</b>	<b>Designation</b>	<b>Organization</b>
Mr. Dibya Mani Rajbhandari	President	EEC-Nepal
Mr. Binayak Shah	Secretary General	EEC-Nepal
Mr. Jung Bahadur Shrestha	President	FNCSIN
Mr. Babu Kaji Maharjan	Secretary General	FNCSIN
Mr. Mohan Bahadur Katuwal	President	Makwanpur CCI
Ms. Sulochana Rajbhandary	Office Staff	FNCSIN - Kathmandu District
Mr. Tanka Prasad Dulal	President	Itahari CCI
Mr. Damodar Acharya	President	Nepalgunj CCI
Mr. Azaj Alam	President	Rupendehi Industry Association

**Invitees:**

Mr. Pravakar Rana, Project Manager, ECIBON Project

Mr. Sagar Nepal, Finance & Administrative Officer, ECIBON Project

**Agenda:**

1. Briefing on the progress of ECIBON Activities by Mr. Pravakar Rana
2. Sharing and material distribution of Activity 2.1.1
3. Highlight of the forth coming Activities
4. Ways to promote participation of our target IBOs
5. Misc.

**Deliberations and Decisions:**

The proceedings of the meeting commenced after Project Manager informed the house that members present at the meeting exceeded the mandatory quorum required. President, of European Economic Chamber-Nepal and Chairperson of the Advisory Committee Mr. Dibya Mani Rajbhandari chaired the meeting

The meeting lasted till 18:30 hours and ended with the following resolutions:

1. Project Manager briefed the house on the progress of ECIBON Activities as per attached Plan of Action. He further stated that following activities would be undertaken in respective manner:

**a) Activity 1.1.2: Seminar on 'Chamber management and Administration' and 'Membership Recruitment' for IBOs in Nepal.**

The program will be conducted by Deputy Chief of LCCI Mr. Peter Bishop from 3 - 6 September 2008 in Baglung CCI

**b) Activity 1.1.6: 4 marketing / international business courses for Nepalese business IBOs.**

Two Nepalese Experts: Mr. Rajan Sharma & Mr. Jayendra Rimal will be involved in this activity. The program will be conducted in four cities and will be participated by 20 indirect beneficiaries.

10-11 Sep. Rupandehi IA (Butwal),  
14 -15 September Nepalgunj CCI,  
05-06 November Itahari CCI,  
10-11 November Kathmandu FNCSIN

Project Manager requested the house to hire the services of the experts to implement the program.

**c) Activity 2.1.1: Assessment of opportunities in -three- sub-sectors for potential trade between SMEs in the EU counterpart countries and Nepal.**

These sub-sectors have been identified based on the past experiences of the beneficiaries during Peter Bishops visit to Nepal, the 15 direct beneficiary Intermediate Business Organizations (IBOs) have identified the following sectors that that require an increase in exports (for sector that are already exporting) or have relatively higher export potential:

- Tea
- Coffee
- Honey
- Carpets
- Nepali Paper
- Precious Jewellery (Costume)
- Certain Herbs
- Flowers
- Leather
- Water
- Quartz
- Glassware
- Bamboo
- Ginger
- Garments

Furthermore, the Intermediate Business Organizations (IBOs) have narrowed the list to products that maybe deemed as export-oriented. While some of the above-mentioned products produced by Nepali SMEs are being exported to selected countries including the EU market, there was an urgency to further select a few products from these lists that would have higher export potential. The products that have been identified for further sub-sectoral analysis are as follows:

- Coffee
- Cut Flower and
- Nepali Handmade Paper

Hence this sub-sector analysis are being carried out based on the feedback and information collected from the 15 beneficiary IBOs of the project as they are deemed to have relatively greater export potential as compared to the other sub-sectors.

We have concentrated on the followings in our analysis:

1. Three sub-sectors that have good opportunities for potential trade with EU market.
2. Three sub-sectors which has comparative advantages over other sector for potential trade with EU.

The draft was prepared by the Project Management Team in coordination with LCCI and DFSME. The services of external expert Mr. Jayendra Rimal was hired as the Assistant Project Manager's position lay vacant for three months. The draft is ready and we are waiting for the input on demand side from the Danish Counterpart which should be available in November 2008.

**d) 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'.**

This activity will be conducted by Ms. Annabel Fogden of London Chamber of Commerce in Kathmandu. Tentative dates are as follows:

Seminar 1: Monday and Tuesday: Executive Members (17 & 18 November)  
Seminar 2: Thursday & Friday: Staff Members (20 & 21 November)

**e) Activity 2.2.1: Determination of the system to exchange business information between Nepali IBOs and European partners.**

This activity will be conducted by Ms. Tine Bork from DFSME in Kathmandu. Tentative dates are as follows:

Discussion: 3pm to 5pm (17 & 18 November)  
Discussion: 10 pm to 5 pm (19 November)

**2. As per the attached proposal received, Project Manager requested the house to hire the services of:**

Mr. Pravin Joshi  
PD Joshi & Company  
Chartered Accountants  
Shuyogi Marg  
Anamnagar

for mid term monitoring of progress and results of the project activities and finances. The house authorized the project manager to initiate the contract with Mr. Joshi to execute the same in conformity with EU regulations.

### **3. Activity 1.1.7: Training of Trainers course to Nepalese business IBOs on trade promotion services aimed at the EU market.**

This activity is to be held in London at LCCI from January 16 – 21, 2009. As per the project proposal the training is to be given to two each representative from EEC-Nepal and FNCSIN in total four. However, Chairman of the Advisory Committee instructed the Project Management team to seek the concurrence of the European Commission to send six participants from the cost not exceeding the budget. Two more participants would be selected from 15 Direct Beneficiaries.

**4.** It was also discussed at the meeting that as per the project document it was necessary to **print project brochure to give visibility** to European Commission. It was decided at the meeting that EEC-Nepal General Secretary would guide the project management team to design and print the brochure.

**5.** As there was nothing the Chair closed the meeting and thanked all the participants for their time, interest and vision shown for over all development of the ECIBON Project.