

Activity 4.2: Fourth Advisory Committee Meeting (27 May 2009)

The aim of the Advisory Committee formed under the ECIBON project is to monitor and give input on the project activities. The fourth advisory committee members held their meeting in Kathmandu on 27 May 2009.

Following circular was sent out to all the committee members to attend the fourth Advisory Committee meeting:

Ref no: 0214/09

April 29, 2009

CIRCULAR TO ATTEND FOURTH ADVISORY COMMITTEE (AC) MEETING of ECIBON

The 4th meeting of the Advisory Committee of ECIBON Project is to be held on the date, time and venue mentioned below. As the meeting is to deliberate on issues mentioned in the agenda below, all the Advisory Committee members are requested to attend the meeting.

Name	Designation	Organization
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

Venue:

European Economic Chamber-Nepal
Kalikasthan, Kathmandu, Nepal
Ph.no: 977-1-4440336

Date: May 24, 2009

Time: 1730 hrs.

Agenda:

1. Briefing on the progress of ECIBON Activities by Mr. Pravakar Rana
2. Discussion on pertinent issues pertaining to project

For ECIBON Project
By order

Minute of the Fourth 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.

Deliberations and Decisions:

The proceedings of the meeting commenced after Project manager informed the house that all nine members were present at the meeting and this number exceeded the mandatory quorum required. President, of European Economic Chamber-Nepal, Mr. Dibya Mani Rajbhandari chaired the meeting:

1. Project Manager briefed the committee in detail the project activities executed by the project till date. The committee expressed its gratitude towards the project management team for executing the project activities in professional manner.
2. Finance & Administration Officer gave the details of financial expenditure to the committee. He further explained that the EU upon the receipt of Project's second year interim report was satisfied with the progress of the project and would soon be releasing third pre financing of the project soon.
3. The Committee members also requested the Project Office to send all the relevant documents pertaining to status of the project both in terms of activities and finances seven days before the advisory committee meeting. This would enable them to give fruitful advice to the project management team for the successful implementation of the project.
4. The committee also instructed the project management team to explore with the EU that if there are any under spent amount within the budget of the project to utilize the same in other related activities with the permission of the EU.
5. The committee also advised the project management team to explore new avenues to give continuation to the project even after the closure of the project.
6. The committee also decided to have the next meeting third week of August 2009 in PALPA (Western Nepal)
7. 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.