

IMPORTANT NOTICE**4th March, 2013****TO:****ALL MEMBERS OF THE COUNCIL****Sub : Change of Primary Classification of Panel**

Members are aware that at the time of applying for membership with the Council, they, giving reasons therefore, indicated the Panel in which they wanted to be primarily registered. Accordingly, the firms were classified in the Panel in which they have primary interest, provided they fulfill the Criteria for Classification of Member Firms/Companies into Panel.

As per Article 4.1 (iv) of the Articles of Association of the Council, once members are enrolled under various Panels, changing to other Panel will not be permitted except after an interval of two years. Applications for such changes shall be made to the Council, giving reasons therefore, within two months of the beginning of the year. The Working Committee or any other Committee or Sub-Committee to which power therefore are delegated by the Working Committee shall decide such requests for change of membership of Panels.

We find that many members have diversified item of their production/export in which they were earlier interested. So, it is necessary that as per their present item of export, their primary classification should be changed to the appropriate Panel.

A copy of the list of existing Panel constituted/reconstituted by the Working Committee of the Council and the Criteria for Classification of Members into a Panel are attached herewith. Members are requested to kindly let us know immediately their option specifying the name of Panel for their primary classification. Their option must reach this office positively by **29th March, 2013** for consideration of the Panel Sub-Committee. They should also send a statement showing item-wise export performance during current plus three previous years duly certified by a Chartered Accountant.

Request for change of Panel received after the stipulated period as mentioned above will be considered only for the purpose of sending Panel circulars, papers pertaining to export matters etc. for the current financial year.

*Sd/-***(B. SARKAR)****Executive Director & Secretary**

Encl : **(i) Criteria for Classification**
(ii) List of existing Panels

CRITERIA FOR CLASSIFICATION OF MEMBER- FIRMS/COMPANIES INTO PANEL

CLASSIFICATION INTO PANELS

According to Article 4.1 (iii) of the Articles of Association of the Council, Members shall at the time of applying for membership, indicate giving reasons therefore, the Panel in which he wishes to be primarily registered and the other panel or panels with which he also wishes to be associated. The admission of an Associate Member as primary member of a Panel shall be decided by the Committee of Administration or any other Committee or Sub-Committee to which powers therefore are delegated by the Working Committee. In case, a member decides to be also associated with other Panel/ panels such member will pay such additional fees per annum for each additional Panel, as may be determined by the Working Committee, from time to time.

CONSTITUTION/RECONSTITUTION OF PANELS

According to Article 16(a) of the Articles of Association of the Council, the Working Committee may constitute/reconstitute panels, from time to time, and such constitution/reconstitution shall be based on the export performance in groups of engineering products and also on such well defined criteria, as may be laid down, for the purpose by the Working Committee. Panel covering a commodity group must ordinarily account for export performance of one percent of total export performance, in engineering products in the preceding year. The Council may, with the approval of Government, make relaxation in this regard, and reconstitute panels in fields such as consultancy services and for commodities in which exports may have immediate potential for growth although at the time of constitution of the panel the exports may be below the said one percent of total export of engineering goods in the previous year.

CHANGES OF MEMBERSHIP OF PANELS

According to Article 4.1 (iv) of the Articles of Association of the Council Once members are enrolled under various Panels, changing to other Panels will not be permitted except after an interval of two years. Applications for such changes shall be made to the Council, subject to fulfillment of following criteria, giving reasons therefore, within two months of the beginning of the year. The Working Committee or any other Committee or Sub-Committee to which power therefore are delegated by Working Committee shall decide such requests for changes of membership of Panels. However, eligibility for classification into another Panel will be decided based on following criteria in force.

In Case of Manufacturer - Exporter :

They should be registered as a MSME/ DGTD/ SIA unit for the manufacture of the item concerned. The product should be their best or the second best item of production/export during current plus three previous years.

In Case of Merchant Exporter categorised as Export House/Star Export House/ Trading House / Star Trading House and Premier Trading House :

The product representing a Panel should be the best or the second best item of their export during current plus previous three years (taken together).

For ascertaining primary interest of the firms/companies, Manufacturer-Exporters must furnish to the Council a certificate from the Chartered Accountant certifying their itemwise production in terms of value for the preceding year. Similarly, Merchant Exporter categorized as Export House / Star Export House / Trading House / Star Trading House and Premier Trading House, must submit a statement of their itemwise export performance during current plus previous three years in terms of value certified by the Chartered Accountant.

Merchant-Exporters having no export should send a statement of their itemwise domestic turnover of engineering goods in terms of value during current plus previous three years certified by a Chartered Accountant. If there is neither domestic turnover nor export turnover they may be given primary registration in one Panel of their choice, Export Houses / Star Export Houses / Trading Houses / Star Trading Houses / Premier Trading Houses shall send a copy of their valid recognition certificate as such granted to them by the Office of DGFT, New Delhi.

Additional Panel :

Where a firm/company wants to be primarily registered in one Panel and associated with other Panel/Panels as well, such firm/company should pay Rs. 1,000/-per annum for each additional panel.

LIST OF EXISTING PANELS*(effective from 14th November, 2008)*

01. Engineering Process Outsourcing (EPO)
02. Industrial Machinery for manufacture of Paper, Cement and Chemicals including Pressure Vessels, Boilers and Heat Exchangers and Textile Mill Machinery & Accessories including all types of knitting machines
03. Food Processing Machinery, Sugar Mill Machinery including Pharmaceutical Machinery. (This will include Oil, Tea, Coffee, Flour, Dal, Rice and Canning Mill Machinery and Dairy Equipments and Animal Drawn Sugarcane Crushers).
04. Agricultural Machinery - Field Equipments including Agricultural Tractors and Trailers, Spare Parts and Agricultural Implements, Tools, Irrigation Equipments such as Sprinklers etc.
05. Industrial Machinery – others including Heating, Cooling and other Air-Conditioning Equipments.
06. Motor Vehicles excluding Two Wheelers and Three Wheelers. (This will include Heavy Duty Trucks, Jeeps, Chassis, Bus Bodies, Ambulances, Cars etc.)
07. Automobile Components, Spare Parts, Accessories including Storage Battery for Automobile Application and Auto Servicing Garage Equipments.
08. Bicycles, Bicycle Components and Accessories. (This will also include Tricycles and parts thereof).
09. Internal Combustion Engines, Compressors and parts thereof.
10. Electric Power Machinery, Switchgear and Controlgear including Cable, Conductors, Cable/Conductor Accessories and Industrial Storage Batteries. (This will also include Electric Generators, Power and Distribution Transformers, Electric Motors, Telephone Cables and ACSR)
11. Two Wheelers and Three Wheelers– Complete. (This will cover all sorts of Scooters, Motorcycles, Mopeds and Three Wheelers).
12. Electric and Home Appliances, Fans, Sewing Machines, Dry Batteries, Torch Lights and other Electrical manufactures – N.O.S.
13. Iron & Steel.
14. Machine Tools.
15. Hand Tools.
16. Fabricated Steel Structures including Transmission Line Towers.
17. Steel Pipes, Tubes and Fittings thereof.
18. Steel Wire Products - all types including Steel Wire, Wire Ropes and Strands.
19. Other Steel Products – all types. (This will include all Primary Steel based items not otherwise specified)
20. Sanitary Castings.(This will also include Valve Box, Water Meter Box and Meter Lids).
21. Ferrous Industrial Castings. (This will also include Spun Pipes, Pressure Tested Pipe Fittings and Alloy Steel Castings).
22. Steel Forgings – all types.
23. Aluminium and Manufactures thereof.
24. Non-Ferrous Metals & Manufactures thereof (Other than Aluminium) including EPNS Wares etc.
25. Design, Technical and Consultancy Services.
26. Super Star/Star/Trading and Export House.
27. Fasteners – all types.
28. Pumps – all types.
29. Project Exports. (This will also include Civil Construction Works connected with Industrial Projects).

30. Construction and Earthmoving Machinery including Cranes, Hoists, Mining Equipments and Tractors for Construction and Earthmoving purpose.
31. Free Trade Zone and 100% Export Oriented Units.
32. Mica and other Mineral based products.
33. Miscellaneous Manufactures – N.O.S. including Ferrous Holloware and Office Equipments. (This will include all residual products not otherwise specified and Office Equipments including Photocopier, Typewriter, Duplicator etc.)
34. Small & Cutting Tools including Engineers Files.
35. Instruments – all types.
36. Railway Rolling Stock and Components, Signalling Equipments and other Transport Equipments including Air-Crafts, Ship Building and Repairing etc.
37. Ferro Alloys.
38. Stainless Steel Houseware Products. (This will cover Utensils, Cutlery, Kitchen Equipments etc.).
39. Builders Hardware including Hinges, Door Fittings, Locks, Pad Locks etc. of Base Metal.

4th March, 2013

**TO :
ALL MEMBERS OF THE COUNCIL**

Sub : Eligibility for Ordinary Membership

Members may be aware that in view of adoption of the Council's new Articles of Association, effective from 01.04.2011, guidelines for conversion of category of membership have been changed. As per Article 3.3, in order to be eligible for Ordinary Membership of the Council from Associate Membership, a member must satisfy the following requirements, namely :

- (a) He, or the entity represented by him, must have been an associate member of the Council for at least three years:
- (b) He, or the entity represented by him, must have, to his or its credit, during the three financial years immediately preceding, average exports in respect of the product of not less than the amount mentioned below:
 - (i) MSME Rs. 30 Lakhs
 - (ii) Others Rs. 50 Lakhs
- (c) On becoming eligible to become an ordinary member, it is incumbent upon the Associate member to apply to the Committee of Administration in the prescribed format expressing his willingness to become an Ordinary member.

Members are requested to kindly let us know their option for conversion of category of membership from Associate to Ordinary within **29th March, 2013** alongwith a copy of CA certificates certifying export performance of the members during the 3 financial years immediately preceding as well as a copy of valid MSME certificate (in case of MSME applicant member) for consideration of Committee on Membership and Panel Classification.

Sd/-

(B. SARKAR)
Executive Director & Secretary

PRESCRIBED FROMAT

We hereby express our willingness to become an Ordinary Member of EEPC India for the year 2012-13, as we have duly fulfilled the relevant criteria which is specified in the Council's existing Memorandum and Articles of Association (effective from 01.04.2011).

This is to certify that we are having our registered office at and are registered with the Council sinceas '**Associate Member**' under Membership Code No,.....We also hereby certify that we are now categorized as MSME/Others unit and FOB value of our physical export of engineering goods/service during relevant year (s) are as follows :

Year	FOB Value (Rs. in Lakhs)
2009-10	
2010-11	
2011-12	

Place : _____ Signature : _____
 Membership No. : _____
 Date : _____ Official Stamp : _____