All Members

SUB: ANNUAL MEMBERSHIP SUBSCRIPTION FOR THE YEAR 2020-21

Dear Member(s),

Hope you and your family members are safe and healthy.

Your association with EPCH has been of immense pleasure and a matter of pride for us. We want to make sure that you have a continued association with Export Promotion Council for Handicrafts.

The Annual Membership fee of Rs. 5000/- + 18% GST for the year 2020-21 is due with effect from 01-04-2020. We therefore, request you to renew your Membership for the year 2020-21 by remitting the amount of Rs. 5900/- (Rs. Five Thousand Nine Hundred Only) including GST 18% by ONLINE/RTGS/NEFT payment transfer/ Cheque/ Demand Draft / Banker’s Cheque/ IMPS in favour of “Export Promotion Council for Handicrafts” payable at New Delhi.

You may forward your payment with enclosed Proforma-A and along with an undertaking in the enclosed Proforma-B. In case payment is made by RTGS/NEFT/IMPS or online payment please inform by E-mail to: renewmembership@epch.com and copy to varun.verma@epch.com.

Online payment link: http://epchonlineportal.in/

We look forward to your continued Membership with EPCH and if you have any query about your Membership, please contact to the Council.

Thanking you and assuring you of our best services.

Yours faithfully

[RAKESH KUMAR]
DIRECTOR GENERAL

Encl: Proforma-A & B.

Note: You can remit your Annual Membership 2020-21 through ONLINE/RTGS/NEFT/IMPS as details given below

<table>
<thead>
<tr>
<th>Name of the Beneficiary</th>
<th>Export Promotion Council for Handicrafts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beneficiary Address</td>
<td>EPCH HOUSE” Pocket 6 &amp; 7, Sector-C, L.S.C. Vasant Kunj, New Delhi-110070</td>
</tr>
<tr>
<td>Bank Name</td>
<td>ORIENTAL BANK OF COMMERCE</td>
</tr>
<tr>
<td>Branch Name</td>
<td>MAHIPALPUR, NEW DELHI-110037</td>
</tr>
<tr>
<td>Current Account No</td>
<td>00291010002970</td>
</tr>
<tr>
<td>RTGS/IFSC Code No</td>
<td>ORBC0100029</td>
</tr>
<tr>
<td>Branch Code</td>
<td>0029</td>
</tr>
</tbody>
</table>
THE DIRECTOR GENERAL
EXPORT PROMOTION COUNCIL FOR HANDICRAFTS
"EPCH HOUSE", POCKET 6 & 7, SECTOR-C,
L.S.C., VASANT KUNJ,
NEW DELHI-110070

Sub:    ANNUAL MEMBERSHIP SUBSCRIPTION FOR THE YEAR 2020-21 – RENEWAL REG.

Name & Address of the Firm:

TAN: (Tax Deduction Account No.) ...........................................................................................................

PAN: (Permanent Account No.) ..................................................................................................................

Membership Number: ................................................................

GST NO. ........................................................................................................................................

Tel: (with STD code) ........................................................................................................................................

Fax: (with STD code) ......................................................................................................................................

Email.........................................................................................................................................................

Mobile No. .............................................................................................................................................

EXTRA PERFORMANCE

<table>
<thead>
<tr>
<th>Year of Export</th>
<th>Items of Exports (Handicrafts)</th>
<th>Export Performance (Amount in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-18(April-March)</td>
<td>- DO -</td>
<td></td>
</tr>
<tr>
<td>2018-19 (April-March)</td>
<td>- DO -</td>
<td></td>
</tr>
<tr>
<td>2019-20 (April-March)</td>
<td>- DO -</td>
<td></td>
</tr>
</tbody>
</table>


MAIN PRODUCTS OF EXPORTS IN HANDICRAFTS

COUNTRIES OF EXPORTS

Amount Rs. 5900/- (Rs. Five Thousand Nine Hundred Only) in favour of Export Promotion Council for Handicrafts payable at New Delhi or you can remit above payment through RTGS/NEFT/IMPS as detailed mentioned below:

BANK DETAILS FOR PAYMENT MADE BY RTGS/NEFT

Name of the Beneficiary

Export Promotion Council for Handicrafts

Beneficiary Address

"EPCH HOUSE" Pocket 6 & 7, Sector-C, L.S.C. Vasant Kunj, New Delhi-110070

Bank Name

ORIENTAL BANK OF COMMERCE

Branch Name Current

MAHIPALPUR, NEW DELHI-37

Account No

00291010002970

RTGS/IFSC Code No

ORBC 0100029

Branch Code

0029

Name of the firm against which payment remitted:-

Your A/C No. .................................................................

RTGS/NEFT/IMPS Ref. No. ................................................................. Bank Code.................................

Branch Code .................................................................

Amount Rs. ................................................................

DECLARATION

I/We here by solemnly declare that the above-mentioned facts are true and to the best of my/our knowledge. We further declare that our membership is liable to be cancelled in the event of wrong declaration about export performance of Handicrafts given by us.

Dated .............................. Signature with Name & Designation affixing Ruber Stamp
CODE OF CONDUCT FOR THE MEMBERS OF THE EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

1. Export Promotion Council of Handicrafts here by issues the code of conduct to its member exporters which shall be treated as the guiding document for ensuring complaint behaviours across all the interfaces with the upstream and downstream value chain entities in respective handicraft lines of our member exporters.

2. It shall be the responsibility of the Members to ensure that no child labour, as per the prohibition mentioned under the child Labour [Prohibition &Regulation] Act, 1986, is employed in the production of the handicrafts, either in their own premises or, in case of outsourcing of work, in the premises of the entity to which the work has been out sourced.

3. It will be the responsibility of the members to meet all the statutory techno-legal requirements, required by overseas buyer to complete the business cycle with the member exporter at their own cost. The exporters’ dealing in woodwares are advised to ensure procurement of wood from legal sources and maintain complete chain of custody/traceability.

4. The member exporter would avoid in all manner, the sub-letting of the its stalls in full or part either to the members of EPCH or any non-members, which is provided by the EPCH subject to certain conditions, for your participation during the IHGF-Delhi fair or any other fairs.

5. The member exporters would refrain themselves from violation and infringing of Intellectual Property Rights (IPR) of other members in any manner including copying of designs of other member exporters.

6. The member may associate with each other through various arrangement including agreement to produce same/similar/identical work. Any such arrangement or license must be properly documented as per their understanding or agreement between the parties. In case any member acted in violation of the same and infringed the rights of other including copying of design of other members and EPCH received a written complaint from other member then EPCH may deregister such members from membership. Further, EPCH also reserve its right to remove display of such products from an exhibition and may take any other action as may require at that time.

7. In case of violation of the Code of Conduct, a Show-Cause Notice will be issued to the members by giving him/her an opportunity to explain the circumstances under which the violation has been made.

8. The explanation so received will be placed before the Committee of Administration to enable it to decide action to be taken in respect of that violation.

9. EPCH will act as Arbitrator/mediator in case buyer and exporters have disputes over payment/quality/design and patent/environmental compliances (matter related to pollutions from Air/Noise/water/illegal timber trade).

10. In case a member is found guilty of violating any of the terms of the Code of Conduct for more than two occasions, the EPCH will put case before the Committee of Administration for a decision regarding de-registration of such members.

11. The Committee of Administration may de-register a member after giving him an opportunity to appear and defend himself before the Committee.

12. It will be the responsibility of each member to ensure strict compliance of the Code of Conduct.

13. The code of Conduct shall apply to all members of the Council.

14. The code of conduct is subject to change and the member hereby affirmed to abide by all such code of conduct, rules & regulation brought by the EPCH time to time. The decision of the EPCH shall be final and binding upon its members.

Date:

Signature
(Proprietor / Partner / Director / Authorized Signatory with rubber stamp)

Name of firm:

Place