

Training-cum-Exposure Visit

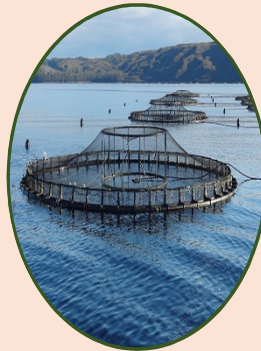
15th – 24th Feb. 2019

MALAYSIA



Programme on

Agro-processing, Agri-exports and Agri Value Chains



Organised by



BANKERS INSTITUTE OF RURAL DEVELOPMENT
Lucknow

Bankers Institute of Rural Development (BIRD) is an ISO 9001-2015 certified autonomous training institution promoted by National Bank for Agriculture and Rural Development (NABARD), the Development Bank of the country. Over the years, BIRD has evolved as the premier institute for providing training, research and consultancy, particularly in the field of rural development and banking.

The training activities of the Institute caters to the needs of the Regional Rural Banks [RRBs], Commercial Banks, Co-operative Banks, All India Development Finance Institutions and Government/Non-Government Organizations. BIRD also organizes international, national, region-focused, issue-specific and research-based seminars; as also undertake feasibility / diagnostic studies; exposure visits; etc., for stake holders in the field of banking, agriculture and rural development. BIRD has also successfully taken up consultancy assignments for national / international agencies of repute. The Institute has full-time and highly-qualified Faculty Members with specialization in diverse fields, and possessing rich field-level and sector-specific experience.

BIRD has evolved as an 'Institute of Excellence' and earned high acclaim from its stake-holders in the nearly three decades of its existence.

Read more about us at www.birdlucknow.in

A. About Malaysia's Agriculture and Agro-based industries

Malaysia, Asia's Southern Gateway and the Gateway to the ASEAN Market, is a lush, tropical land, with an abundance of natural resources. The country is an emerging global food producer with food exports of over USD 6 billion to more than 200 countries.

Nearly three-quarters of food exports are processed food and beverages which include cocoa and cocoa products, palm oil and palm oil-based products, prepared cereals and flours, dairy products and seafood products. The sector is dominated by Malaysian-owned SMEs. Main export destinations are Singapore, Thailand, Indonesia, China, Hong Kong, Philippines, Vietnam, Japan, Australia and the USA. Advances in processing technology have also widened the usage of locally-available raw materials, expanding the range of products and also attracting more investments in the food processing sector.

B. Program: Objectives and Coverage

The training cum exposure visit being organized by the **Bankers Institute of Rural Development (BIRD), Lucknow** will provide an opportunity to the participants to gain exposure to the modern production, processing and marketing technologies in agri-business and agri-export sectors.

The visit of the team is also significant in the context of the great opportunities for agro-processing and agri-business in India and the possibilities that exist to develop sustainable business relations between India and countries like Malaysia. The proposed study tour should inspire bank financing for innovative business models relevant to the contemporary knowledge base as well as progressive commercial & technology inputs.

PROGRAM OBJECTIVES

At the end of the program, the participants will be able to:

- State the key enablers for the growth of agro processing activities in Malaysia;
- Explain the agri value chain ecosystem in Malaysia;
- Identify key learnings which can be replicated in the Indian context.

Program Coverage

- Interactions with Bank Negara Malaysia [BNM is the Central Bank, like our RBI]
- Meetings with Ministry of Agriculture and Agro-based Industry, Govt. of Malaysia
- Visit to Agro Bank [formerly Bank Pertanian Malaysia] for interactions
- Field visits to agro-based units and interactions with entrepreneurs, farmers, etc.
- Interactions with Association of Development Finance Institutions of Malaysia [ADFIM]
- Learning about the rich culture and heritage of Malaysia

C. Program: Schedule

Sl. No.	Particulars	Dates	
		From	To
1	In-India leg of the programme: @ Chennai: venue will be intimated [participants arrive by evening of 15 th Feb. 2019: Fri]	9.30 hrs. on 16 th Feb. 2019 [Sat]	15.00 hrs. on 16 th Feb. 2019 [Sat]
2	Out-bound journey [Chennai - KL]*	16 th – 17 th Feb. 2019 [Sat/Sun]	
3	International leg of the programme: Kuala Lumpur, Malaysia	18 th Feb. 2019 [Mon]	23 rd Feb. 2019 [Sat]
4	Return journey [KL - Chennai]* and onward to respective destinations	24 th Feb. 2019 [Sun]	

* subject to finalisation of flight bookings

D. Program: Tentative Itinerary

Date	Time	Program
15.02.2019 [Fri]	18.00	Reach Chennai [venue will be intimated]
16.02.2019 [Sat]	09.30	<ul style="list-style-type: none"> • Introductory Session • Programme Overview • Lead Presentation on Agro Processing and related sectors • Briefing about various aspects of Exposure Visit
	18.00*	Leave for Chennai Airport: onward to Kuala Lumpur
17.02.2019 [Sun]	08.00*	Arrive at Kuala Lumpur
18.02.2019 [Mon]	Full day	Visit to Agro Bank: Meetings/Interactions; Field Visits to units
19.02.2019 [Tue]		
20.02.2019 [Wed]		Meetings / Interactions with Ministry of Agriculture and Food Processing, Govt. of Malaysia
21.02.2019 [Thu]		Visit to Bank Negara Malaysia: Meetings/Discussions
22.02.2019 [Fri]		Field Visits to Melaka and Putrajaya
23.02.2019 [Sat]		Meeting with Association of Development Financial Institutions of Malaysia [ADFIM]; followed by Field Visits
24.02.2019 [Sun]	09.30	Wrap Up Session: Documenting Learnings
	18.00*	Leave Kuala Lumpur for Chennai
	23.00*	Reach Chennai

* subject to finalization of flight bookings

E. Program: Methodology

- Classroom Sessions
- Interactive Presentations
- Discussions with Govt. Officials, bankers,..
- Field visits to agro-processing units
- Interactions with beneficiaries
- Discussions with subject-experts

F. Program: Participant Profile: For Executives and Officers from...

- Apex Institutions [RBI, NABARD, SIDBI
- Regional Rural Banks
- Trainers / Faculty Members of Training Institutes
- Officials representing Departments of the Govt. of India
- Co-op. Processing/Marketing Societies
- Processing / Marketing Corporation/Boards set up by Central/State Govt.
- Farmer Producer Organizations / Farmer Producer Companies
- Interested individual entrepreneurs
- Public and Pvt. Sector Commercial Banks
- State and District Co-operative Banks
- Officials of State Government Departments
- Primary Agricultural Co-operative Societies
- Small Finance Banks, NBFC-MFIs, MFIs
- Trade Organizations/Associations like Chamber of Commerce, Export Bodies, NGOs, etc.
- Academicians / Researchers, etc. involved in the sector

G. Accompanying Guests of nominated participants

Being an international exposure visit, BIRD shall favourably consider requests for accompanying guests of the nominated participants. However, all risks and responsibility for the accompanying guests shall solely rest with the nominated participant. As accommodation is being arranged on Single Occupancy basis at all destinations, such accompanying guests will have to necessarily share the accommodation with the participant concerned, at all locations where lodging is provided, as part of the programme. No separate accommodation shall be arranged by BIRD, Lucknow in this regard. While such guests are free to join the team in its official field visits, any deviation for local visits on their own shall be permitted, at their sole risks and costs and the discretion of BIRD, Lucknow. Deviations/adjustments for facilities not availed shall NOT be considered.

H. Program: Fees

Early Bird Discount [on/before 15 th Dec. 2018]	Rs. 140,000/- + GST
Without Discount [upto 15 th Jan. 2019...]	Rs. 150,000/- + GST
Accompanying Guests	Rs. 100,000/- + GST

I. Program: Date line for submitting nominations*

- **With Early Bird Discount: on/before 15th Dec. 2018**
- **Without Discount: upto 15th Jan. 2019**

*BIRD, Lucknow reserves the right to accept nominations even beyond the dates indicated above.

J. Program: Fee inclusions / exclusions

Fee Inclusions	Fee Exclusions
• Boarding / Lodging at Chennai	• Visa Fees
• Conference / Meeting at Chennai	• Passport Fees
• Chennai Airport Drop: from Hotel	• Overseas Travel / Medical Insurance [other than what is included as part of airline tickets]
• Two-Way Economy Air Ticket: Chennai - KL - Chennai	• Travel to / from Chennai to respective places of residence/work of the Participants
• Airport Pick-up / Drop at Kuala Lumpur {KL} [Seat-in-Coach: SIC]	• Expenses of a personal nature
• Single Occupancy Accommodation at Kuala Lumpur	• Other expenses not indicated in Fee Inclusions
• Full Board: Breakfast and Dinner at Hotel; Working Lunch: on all days of tour	• Excess Baggage costs [beyond those permitted as part of air tickets]
• Travel at KL, as per itinerary [SIC]	
• Meetings/Discussions with various institutions and field visit interactions	
• Other visits at KL as per Itinerary	
• Training resources: Training Kit and Reading Material	

K. Program: How to remit Fees

The participation fee can be remitted preferably on-line (NEFT/RTGS etc.) or by a bank draft drawn in favour of “Bankers Institute of Rural Development” Lucknow. The bank details are furnished below:

Name of the Institute	Bankers Institute of Rural Development
Address of the Institute	Sector-H, LDA Colony, Kanpur Road, Lucknow – 226 012
PAN No.	AAATB5910G
Name of the Bank	Kotak Mahindra Bank Ltd.,
Bank Account No.	5411848265
IFSC Code	KKBK0005199
SWIFT Code	KKBKINBB
Type of Account	Savings
Branch Name	Ashiyana, Lucknow

L. Program: Submission of Nominations

Enrolment will be made on receipt of the nomination forms [as per enclosed format] alongwith the fees. The intake of participants for the programme shall be limited to the first 25 confirmed nominations received, on a “first come first served basis”. Nominations shall be confirmed by BIRD, Lucknow only on receipt of duly filled-in applications and payment of full fees. BIRD, Lucknow reserves the right to take in more than 25 participants, if necessary.

M. Program: Cancellation of Nominations

On cancellation of confirmed nominations, the following cancellation policy shall apply:

Sl. No.	Particulars	Cancellation Fees
1	Confirmed Nominations cancelled on/before 15 th Dec. 2018	10% of fees paid
2	Confirmed Nominations cancelled after 15 th Dec. 2018, but on/before 15 th Jan. 2019	25% of fees paid + actual costs paid towards hotel, transport, etc. @ Malaysia; air ticket cancellation charges levied by airlines and travel agent’s costs, based on actuals.
3	Confirmed Nominations cancelled after 15 th Jan. 2019	100% of fees paid.

N. Program: Substitution of Nominations

Substitution of nominations shall be done at the sole discretion of BIRD, Lucknow. Requests for substituting nominations, if accepted, shall also entail the payment of such additional costs as may be incurred by BIRD, Lucknow to facilitate the request. However, substitution of nominations shall be permitted only till 30 days before day of programme commencement [viz., only upto 15th Jan. 2019].

O. Medical Facilities to Participants

Although we wish all the participants a very pleasant stay & good health during their visit to Chennai / Malaysia, we would like to request you not to depute such officers for the programme, who are suffering from serious ailments. Further, in case any participant falls sick during the course of the programme and requires specialist attention/hospitalization, medical facilities may be arranged by BIRD/Host Institution, but the expenses, if any, incurred by BIRD, Lucknow in providing medical care shall have to borne by the nominating institution / participant concerned.

P. Program: Visa process [Please also visit <https://www.windowmalaysia.my/>]

To enter Malaysia, an eVISA is required, which should be applied online [please see link above]. Confirmed participants may make their own arrangements for getting visa and related travel documents. BIRD, Lucknow will facilitate in the process by providing requisite documents like invitation letter, travel itinerary, details of hotel booking, etc.

It may be noted that the time required to process Visa Applications is upto 48 hours under normal circumstances. However, as per the above website, it is advisable to apply for the eVISA atleast 2 weeks prior to departure to Malaysia. While no physical documents need to be submitted, copies of following documents are required to be uploaded while applying for eVISA:

- Recent passport size photograph [as per specifications indicated in the website]
- Passport Front Page
- Confirmed return flight booking
- Other documentation required [Nomination Letter from respective employer; Invitation letter in Host letter head (will be provided by BIRD, Lucknow); Copy of Invitation Letter from Malaysia]

Please take care to ensure that the printout of the eVISA is taken in A4 Size paper and carried in person, while travelling to Malaysia. Below are the documents which are required to be presented upon arrival at Malaysia's Entry Checkpoints:

- Valid passport
- Valid eVISA printout
- Boarding Pass
- Sufficient funds (Cash / Traveller's Cheque / Debit or Credit Cards)
- Confirmed return flight tickets; and
- Proof of accommodation [Hotel confirmation will be provided by BIRD, Lucknow].

Please Note: The above details are indicative. Participants/Nominating Institutions may please check the Malaysian Embassy website before submitting your applications for Visa.

Q. Program: Other Terms and Conditions

1. In case of cancellation of confirmed nominations, only the residual Programme Fees, nett of cancellation fees as indicated in table at Para M above, shall be refunded. The Tax component, in no case, will be refunded, as the same would have already been remitted to Govt. authorities.



2. BIRD, Lucknow shall not be responsible in case the nominated participant is not able to undertake the visit due to reasons like passport not in order, visa not issued, etc. Even in such circumstances, the policy of charging cancellation fees as indicated above shall apply.

3. Acceptance of requests for booking of individual air tickets in deviation from the official travel itinerary and eligible class, shall be at the sole discretion of BIRD, Lucknow. In such cases, the additional costs towards fare differential, etc., will have to be borne by the nominated participant/institution.

4. In the unfortunate event of any of the nominated participants/ accompanying guests [if any] losing their travel documents [Passport, Visa, Air Tickets, etc.] during the course of the programme, BIRD Lucknow may, without recourse, co-ordinate with the local host, for providing location-based travel-assist/alternate arrangements. However, all costs in this regard will have to be borne by the nominated participant / nominating institution.

5. BIRD, Lucknow shall not be responsible if any of the scheduled programmes, as per the itinerary, gets cancelled due to circumstances beyond its control like natural calamities, terrorist attacks, accidents, missed flights, etc.

6. It shall be the responsibility of the nominated participant to fulfil all the necessary formalities for obtaining visa and overseas medical/travel insurance, well in time for joining the visit. BIRD, Lucknow, at best, shall provide the necessary facilitation support and guidance.

For further enquiries, please feel free to contact:

Manager (Academics) E-mail: bird@nabard.org ; training.birdlucknow@nabard.org Phone(O) 0522- 2421187, 2425917 Fax - (0522) – 2421006	Manikumar S Deputy General Manager / Programme Director Phone: 0522- 2421184 Mobile : +91 94532-34708 Email: mani.s@nabard.org ; manisnab@gmail.com
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NOMINATION FORM

**Training-cum-Exposure Visit to Malaysia
Agri-business, Agro-processing and Agri Value Chains: 15th – 25th Feb. 2019**

A. PERSONAL INFORMATION [AS PER PASSPORT]

Please submit before
15.12.2018 / 15.01.2019

GIVEN NAME [in Capital Letters: as appearing in passport]

.....

SURNAME [in Capital Letters: as appearing in passport]

.....

Date of birth Date Month Year

Sex: Male Female

Passport Details: Passport No :..... Nationality.....
[Pl. attach self attested copy of passport pages containing personal information]

Place of issue: Date of Issue

Valid up to: Whether Emigration Clearance Reqd. Yes No

B. OTHER DETAILS [of participant]

Present Designation:

Qualifications: Food Preference Veg Non-Veg

Employer Name & Address

.....

☎ Off.....Resi.....Mobile.....e-mail.....

Emergency contact: Name..... Mobile No.....

Details of fees: DD On-line Date: .../.../..... Ref. No..... Bank

Undertaking: I/We undertake to reimburse BIRD, Lucknow for all expenditure incurred on my/our behalf on account of emergencies of any nature, viz., medical, travel-related, etc.

Participant's Signature Name, Signature & Seal of Sponsoring Authority

Please e-mail your nomination form to: **training.birdlucknow@nabard.org; mani.s@nabard.org and manisnab@gmail.com**

For further assistance, please contact:	
Manager [Academics] BIRD, Sector H, LDA Colony, Kanpur Road Lucknow – 226 012 ☎: 0522 – 242 1187; 242 5917 Fax: 0522 – 242 1006	Shri. Manikumar S Deputy General Manager / Program Director BIRD, Sector H, LDA Colony, Kanpur Road Lucknow – 226 012 ☎: 0522 – 242 1184; +91 94532 34708

