



Federation of Freight Forwarders' Associations in India

NATIONAL APEX BODY OF CUSTOMS BROKERS ASSOCIATIONS & LOGISTICS SERVICE PROVIDERS IN INDIA

FFFAI/AGENDA/293/2023

12.09.2023

NOTICE

Notice is hereby given that the 16th Executive Committee Meeting of FFFAI for the term 2021-2023 will be held on Friday, 29th September, 2023 to transact the following business as per agenda appended here to.

Venue:

The Novotel Mumbai International Airport
CTS NO 1359, Next to Airport Metro Station,
Entrance No 3, Marol, Andheri Kurla Road,
Andheri East, 400059, Mumbai India

Day, Date & Timing:

- **Friday 29th September, 2023 - 10:00 am to 05:00 pm**

AGENDA

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| 1 | Meeting call to order and Announcement by Hon Secretary Welcome Address by Chairman -FFFAI |
| 2 | To note and grant leave of absence to all who have intimated |
| 3 | To confirm the minutes of the 15 th Executive Committee Meeting held on 4 th and 5 th August, 2023 held at Kolkata for the term 2021-2023. |
| 4 | To report and discuss action arising out of the minutes of the 15 th Executive Committee Meeting held at Kolkata 4 th and 5 th August, 2023 |
| 5 | To ratify Membership applications approved in the Office Bearers meeting a. Ordinary Membership b. Associate Membership c. Allied Membership |
| 6 | To consider & approve the Secretariat Report for the term October 2022 to September 2023 (Including in term report of 2021-2023.) |
| 7 | To consider & approve the income & expenditure account, Balance sheet & Auditor's report for the financial year ended 31 st March 2023, Honorary Treasurer Report.(Already sent by email to members) |
| 8 | To appoint the Statutory Auditors for the year F.Y. 1 st April 2023 to 31 st March 2024 and fix their remuneration; |
| 9 | To announce (tabled) nominations received from Ordinary Member (Member Associations) to the FFFAI Executive Committee for the term 2023-2025 approved by Returning Officer. |

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| 10 | To announce (will be tabled) nominations received from Ordinary Members of FFFAI (Member Associations) for Election of the Office Bearers Post of FFFAI for the term 2023-2025, approved by Returning Officer. 1. Chairman – Elect (1 post) 2. Vice Chairmen (6 post) 3. Honorary Secretary (1 post) 4. Honorary Treasurer (1 post) |
| 11 | To announce (tabled) nominations received from Associate and Allied members to the FFFAI Executive Committee for the term 2023-2025 approved by Returning Officer. |
| 12 | Presentation by Secretariat a. Report by Honorary Secretary |
| 13 | To discuss and update about Indian Institute of Freight Forwarder |
| 14 | Any other matter with the permission of the Chair. i) Ordinary Member (Association matter) ii) EC Members Matter (communication received from members) |
| 15 | Election process: To elect : (Elections to be conducted by Returning Officers for the Executive Committee term 2023-2025) |
| | a) Chairman – Elect |
| | b) Six Vice Chairmen |
| | c) Honorary Secretary |
| | d) Honorary Treasurer |
| 16 | To announce results of election and to install elected Office Bearer of FFFAI for the Executive Committee term 2023-2025 |

For Federation of Freight Forwarders' Associations in India



Vinod Sharma
Honorary Secretary

To: All Executive Committee Members of FFFAI (Including Member Associations, Board of Advisors, Nominees of Associate & Allied Members)