

					Week							
Sr No	Task	Task Owner	Starts	Ends	0	1	2	3	4	5	6	7
1	Identify existing exporter with website atleast 5 years old history, with all export certifications/licenses available	Saif	0	1								
2	Update website contents with export data - preferably engineering goods exports like heavy equipment spares - turnover preferred: min 2 Cr	Saif	0	2								
3	Once 1 and 2 above ready, approach Dr. Shafey for appointment within next one month	Munir	2	2								
	Agenda to discuss with him in person:											
	Meet his Company's requirements											
	ask him to introduce us to his friends/associates, and to finalize his interest											
	Discuss with him the proposal to supply fast moving engineering spares from stocks in KSA											
4	Compile data of mining companies in KSA - from internet	Munir	0	6								
	Compile data of Saudi Importers of Indian Engineering Goods - from Port statistics - past invoices containing HSN Codes will be made available by Munir	Saif/Haider	0	2								
5	Explore Visits to the following	Munir	3	6								
	Parvez in Jeddah											
	Azhar friends in KSA											
	Hanif Patel in Philadelphia											
	Sheikh Haider M. Binladen											
6	Arrange Visit Visa or Umrah Visa for 2 persons	Saif/Haider										
7	Approach mining companies in KSA for supply of spares - by email and phones	Munir										
8	Estimate visit cost - Dammam, Jeddah, Jubail - 2 days in each city	Saif/Haider /Munir	0	2								
9	Funds arrangement	Saif/Haider										
10	terms of association	Saif/Haider /Munir	0	1								

11 Departure

