



"Ordinary Members" may please note that in order to contest for the elections in the Committee of Administration (CoA) and/or participate as a bonafide voter in the elections to CoA you need to renew your membership on or before 30th April 2014 and also update/verify the name of the Authorized Signatory given in membership records of GJEPC as ONLY the authorized signatory is eligible to participate in the election process.

In accordance to the decision of the CoA in its Eleventh meeting held on 26th March 2014, please note that a separate category has been added for "Silver Jewellery" for the membership registration in GJEPC w.e.f. 1st April 2014, as Silver Jewellery will have a separate representation in the CoA of the Council in the elections to be held in the year 2014.

As such, the existing members representing the Other Precious Metal Jewellery panel may exercise their discretion and amend their Panel representation, if dealing in Silver Jewellery exports. The Export declaration part in payment challan has also been modified accordingly in order to capture the data of export of Silver Jewellery in the preceding years.

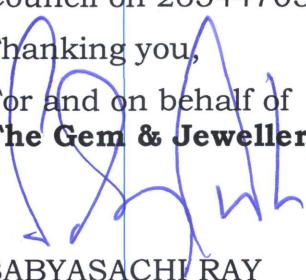
Members are requested to note that from the FY 2014-15, the Council has decided to issue Photo Identity Cards to all its members (Ordinary & Associate). A separate circular containing further detail on this will be sent to the members in due course. Further please note that the Council will be making arrangements to provide digitally signed Membership Certificates to all its members which will be available to the members through their membership dashboard after issuance of the same by GJEPC.

For queries if any, please feel free to contact the Membership department of the Council on 26544705/707/708 or by e-mail at membership@gjepcindia.com.

Thanking you,

For and on behalf of

The Gem & Jewellery Export Promotion Council



SABYASACHI RAY
EXECUTIVE DIRECTOR

Encl: As above

The Gem & Jewellery Export Promotion Council
रत्न तथा आभूषण नियंत संवर्धन परिषद

मुख्य कार्यालय: टॉवर-ए, अडब्ल्यू-1010, जी.ब्लॉक, भारत डायमंड बोर्स, बांद्रा-कुर्ला कॉम्प्लैक्स, बांद्रा (पूर्व), मुंबई - 400 051. (भारत)
Head Office: Tower-A, AW-1010, G Block, Bharat Diamond Bourse, Bandra-Kurla Complex, Bandra (East) Mumbai - 400 051. (India)

फोन / Tel.: 91-22-2654 4600 फैक्स / Fax: 91-22-2652 47 64

ई-मेल / E-mail: gjepc@vsnl.com / ho@gjepcindia.com वेबसाइट / Website: <http://www.gjepc.org>

ANNEXURE - 1

Membership Fees for the FY 2014-15.

1. Membership fee: Membership fees for the year 2014-15 is payable according to the export performance of the entity during 2013-14, along with a self-declaration of imports & exports as shown in the challan.

2. Service Tax: As per the Notification No. 16/2009-ST dated 7.7.2009 service tax @12.36% is applicable on the membership fee as well as admission fee.

3. Following subscription is payable by you for renewal of your Associate Membership/ Ordinary Membership for the year 2014-15:

Export Performance of Gem & Jewellery during the year 2013 - 14	Membership fee for 2014-15	Service Tax	Total Fees Payable
		Rs.	Rs.
Export Upto Rs. 25 Lakhs	6000	742	6742
Export above Rs. 25 lakhs & upto Rs. 1 Crore	10000	1236	11236
Export above Rs.1 Crore & upto Rs. 5 Crore	15000	1854	16854
Export above Rs. 5 Crore & upto Rs. 15 Crore	30000	3708	33708
Export above Rs.15 Crore & upto Rs. 50 Crore	40000	4944	44944
Export above Rs.50 Crore & upto Rs. 100 Crore	65000	8034	73034
Export above Rs.100 Crore & upto Rs. 500 Crore	100000	12360	112360
Export above Rs.500 Crore & up to Rs 1000 Crore	150000	18540	168540
Export above Rs. 1000 Crore	200000	24720	224720

Admission fee payable in case of new membership / late renewal is Rs 5,000+ Service Tax.

4. Outstanding payment: Keeping in line with decision of CoA taken in its duly convened meetings it may be further noted that any and all outstanding payment(s) from a member towards the Council, in the immediate preceding year will be seriously viewed while renewing the membership of the concerned entity for the financial year 2014-15, unless justified to the satisfaction of the Council.

In this context, please be informed that payments towards the Council shall be deemed to be outstanding, if the same is due and payable to the Council and is outstanding for more than 3 (three) months from the date of Invoice raised by the Council and the Council's decision in this behalf shall be deemed to be final, if no discrepancy/dispute with respect to the such invoiced amount was brought to the Council' notice within 30 (thirty) days from the date of every such invoice.

5. Group of Companies: It is very imperative for the Members to note that it will be required to renew membership for each of its entities under its group companies, failing which, the membership shall be deemed to be valid for only that particular entity which has renewed its membership and whose name reflects on the membership renewal form

and the receipt challans. For the avoidance of doubt, the relevant facilities of the Council shall be extended only to those members whose name reflects on the Membership Renewal Form, received challan, Membership Certificate and the Registration cum membership certificate (RCMC) issued by the Council. Thus, it is pertinent that each entity under a group should renew its members pursuant to the terms specified herein.

6. Non-submission of Renewal application: In the absence of renewal of membership, the firm will **NOT** be permitted to enjoy various privileges offered by the Council pursuant to the Article 11.1 & 11.2 of Memorandum & Articles of Association and such activities & facilities open for participation to the Council Members as under:

- Any event/ exhibitions in India/abroad;
- Participation in Delegations;
- Participation in Buyer Seller Meets;
- Nomination for Annual Awards;
- Receipt of Solitaire International, Ideal Cut & Circulars;
- Attending Seminars & Workshops;
- Recommendation letter for visa;
- Permissions for participating in foreign exhibitions, Export Promotion Tours, Display of Branded jewellery abroad etc.

GENERAL RULES & REGULATIONS

1. CLAUSES OF MEMORANDUM & ARTICLES OF ASSOCIATION REGARDING MEMBERSHIP RULES

3. CATEGORIES OF MEMBERS, AND ELIGIBILITY FOR MEMBERSHIP

3.1 Categories of members of the council

The Council shall have the following categories of members, namely:

- (a) Associate Members:
- (b) Ordinary Members:

3.2 Associate Member

A person shall be eligible for admission to the Council as an Associate Member, on receiving the Import-Export Code Number from the Director General of Foreign Trade, Government of India, in respect of the product with which the Council is concerned.

3.3 Ordinary Membership

In order to be eligible for ordinary membership of the Council, a person 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,
- (c) Average exports in respect of the product, of not less than the amount mentioned below:

(i) Small scale industries	Rs. 10 lakhs
(ii) Others	Rs. 25 lakhs

8. DISQUALIFICATIONS FOR MEMBERSHIP OF COUNCIL

8.1 Disqualification

A person shall be disqualified for being, or for continuing, as a member of the Council if

- a. he is found to be of unsound mind by a competent court;
- b. he applies to be adjudicated as, or is adjudicated as, an insolvent;
- c. he is convicted by a court of an offence involving moral turpitude and is sentenced, on such conviction, to imprisonment for not less than six months;
- d. he, or any firm in which he is a partner, or any private company of which he is a Director, commits a violation of section 295 or section 299 of the Act;
- e. he, becomes disqualified by an order of the court under section 203 of the Act;
- f. he ceases to be a member of the entity which he represents or such entity ceases to be a member of the Council; or
- g. his name is removed from the register of members under article 8.2

8.2 Removal by the Committee

The Committee may, after giving a member reasonable opportunity of hearing, remove the name of that member from the Register of Members, either for a specified period or indefinitely:

- if he has violated any condition for membership or
- if he has been in arrears in regard to the payment of membership fee or of any other amounts due from him to the Council for more than six months; or
- if he has been guilty of disorderly conduct at meetings of the Council or of the Committee; or
- if he has otherwise been guilty of conduct in becoming of a member; or
- if he has become disqualified under article 8.1

8.3 Conversion into Associate membership

The Committee may, after giving a member reasonable opportunity of hearing, convert the membership of an Ordinary Member into an Associate Membership, if his performance as an exporter of the product has, during the financial year immediately preceding been below the average mentioned in clause (b) of article 3.2.

11 PRIVILEGES OF MEMBERS

11.1 Ordinary Members

Without prejudice to any other rights conferred on Ordinary Members by the Memorandum of Association of the Council, but subject to the other provisions of these articles, Ordinary Members shall have the following rights and privileges, namely:

- (a) right to stand as a candidate, and to vote at the election of the members of the Committee and the right to vote on all matters brought before a meeting of the Council, provided there are no arrears of subscription of other dues or charges payable by them to the Council on 1st April in the year of voting;
- (b) right to requisition a meeting, as provided in these articles;
- (c) right to receive the annual reports of the Committee, on payment of the prescribed fee;
- (d) right to receive publication of the Council, on the prescribed conditions; and
- (e) right to use all such facilities as may be made available to such members by the Council from time to time, on the prescribed conditions.

11.2 Associate Members

Without prejudice to any other rights conferred an Associate Members by the Memorandum of Association, of the Council, such members shall have the following rights and privileges namely;

- (a) right to receive the annual report of the Committee, on payment of the prescribed fee;
- (b) right to receive publications of the Council, on the prescribed conditions;
- (c) right to use all such facilities* as may be made available from time to time, on the prescribed conditions.

* Facilities such as

- i) Any event/ exhibitions in India/abroad,
- ii) Delegations,
- iii) Buyer Seller Meets,
- iv) Annual Awards
- v) Receipt of Solitaire International, Ideal Cut & Circulars
- vi) Attending Seminars & Workshops
- vii) Recommendation letter for visa
- viii) Permissions for Hand carry for foreign exhibitions etc.

11.3 Nominated and Co-opted Members

A nominated or co-opted member shall have no right to vote

13. SUSPENSION OF PRIVILEGES.

13.1 Non-payment of subscription.

If a member (Ordinary or Associate) fails to pay his annual subscription by the 30th April of the year for which it has become due, then

- (a) he shall not be entitled to exercise any right or privilege as such member and
- (b) the committee may suspend his membership, which suspension shall remain operative until he pays the arrears and the Committee accepts in writing such arrears and restores his membership after revoking his suspension

End.

ANNEXURE - 2 (Mumbai)

Procedure for remittance of Membership Fee for renewal

1. Members are requested to follow the guidelines given below carefully in their own interest and in case of any difficulty you may contact the Council immediately.
2. The payment challan duly stamped and receipted by the Bank at the address mentioned on the Challan may submitted to Council office.
3. Members located in Mumbai are required to make the payment at the following branch of ICICI Bank only.
ICICI Bank Ltd , Tower E , Ground Floor , BDB Complex , G Block , BKC Bandra (East) Mumbai 400051. OR ICICI Bank Ltd Opera House Branch , Dr. D B Marg , Mumbai 400004.
4. **The membership will be issued only after the payment is credited to the bank account of the Council and NOT ON THE BASIS OF DATE OF CHALLAN for Cheque/DD/PO deposited in bank. If the Cheque is dishonored or returned by bank then the membership will be invalid with immediate effect.**
5. In case any member requires membership certificate urgently they should make the payment of membership subscription by demand draft or pay order in favor of The Gem & Jewellery Export Promotion Council in the concerned bank. (Please write your company's name and contact no on back side of the DD/Pay Order).
6. The challan can be printed from the website in triplicate, and should be submitted along with the membership fees at the ICICI Bank as mentioned above.
7. The copy received from the BANK after payment can also be sent by e-mail to Council. However kindly mention the Membership Number in the subject line for ready reference.
8. Members are requested to keep one photocopy of the Challan for their own record.
9. Payment Challan must be completed fully without leaving any column blank.
10. Declaration of exports/imports incorporated in the body of the challan itself should be signed by the proprietor/partner/ director as the case may be, under the stamp of the firm and submitted without fail. Every such self declaration shall be construed to be true & valid by the Council and thus relied upon for dissemination under an order of the Govt. authority or like body. The Members explicitly agrees to indemnify and keep the Council indemnified, safe and harmless from and against any and all third party claims arising out of such dissemination of the declaration or the declared quantum of export/import, if the same turns out to be untrue and /or is the subject matter of the indemnification.
11. Membership fee is required to be paid on the basis of f.o.b. value of export of gem and Jewellery items during the year 2013-14 (i.e. from 1-4-2013 to 31-3-2014, both days inclusive) as shown in the Annexure1
12. The members can send payment challan endorsed by the Bank by E-mail, Courier or by hand delivery to the Council's office located in their respective region at the address mentioned in **Annexure 3**.
13. **It may be noted that the only those ordinary members will be eligible for voting who will renew their membership on or before 30th April 2014.**
14. The request for change of panel will be accepted subject to submission of bank attested signature slip on or before 30th April 2014. The process is available through membership dash board on GJEPC website.

ANNEXURE – 3

LIST OF COUNCIL'S REGIONAL OFFICES

Chennai The Gem & Jewellery Export Promotion Council Ankur Plaza III Floor, 113 (Old No 52) G.N. Chetty Road, T. Nagar Chennai - 17. Tel : 0091-44-2815 5180 Fax : 0091-44-2815 4526 Email membership@gjepcindia.com Contact: Shri M.S. Pandey, Dy. Director	New Delhi The Gem & Jewellery Export Promotion Council F 17-18, Flatted Factories Complex, Jhandewalan, New Delhi - 110 055. Tel : 011 - 46266900, 46266920 to 926 Fax : 011 - 23675274 Email : delhi@gjepcindia.com Contact: Shri Tarun Ray, Assistant Director
Jaipur The Gem & Jewellery Export Promotion Council Rajasthan Chamber Bhawan, 3rd Floor, Mirza Ismail Road, Jaipur - 302 003. Tel : 0091-141-256 8029 / 257 4074 Fax : 0091-141-256 7921 / 257 4078 Email : jaipur@gjepcindia.com Contact : Shri Sanjay Singh, Regional Director	Kolkata The Gem & Jewellery Export Promotion Council Vanijya Bhavan, 6th Flr, Left Wing, 1/1, Wood Street, Kolkata: 700 016. Tel : 0091-33-2282 3630 / 2282 3629 Fax : 0091-33-2282 3629 Email: kolkata@gjepcindia.com Contact : Shri Shantanu Rajguru, Regional Director
Surat The Gem & Jewellery Export Promotion Council 626-628 Belgium Tower, 6th Floor, Ring Road, Surat - 395 003. Tel : 0091-261-243 5008 / 241 5579 Fax : 0091-261-243 5008 Email : surat@gjepcindia.com Contact : Ms . Jilpa Sheth, Asst. Director	Mumbai The Gem & Jewellery Export Promotion Council Office No. AW 1010, Tower A, G Block, Bharat Diamond Bourse, G Block, Bandra-Kurla Complex, Bandra - East, Mumbai - 400051 Tel: 91 - 22 - 26544600, Fax: 91 - 22 - 26524764 Email: membership@gjepcindia.com Contact: Shri M. S. Pandey, Dy. Director