

IIP-CHE/TRG/2024-2025/06

2<sup>nd</sup> July, 2024

**Sub: Proposal for One Day National Conference on “Export Packaging for Dangerous Goods”**

IIP is authorized by Directorate General of Shipping and Directorate General of Civil Aviation, Govt. of India to undertake testing of bulk packages for the carriage of dangerous goods for export and also to issue the UN Certificate. The Institute has been providing these services for more than four decades.

The UN Certificates are normally issued to packaging material manufacturers. Due to this fact, we have been receiving a lot of queries especially from the exporters, carrying and forwarding agencies, traders, insurance companies about the rules and regulations for obtaining UN Certificates and also the method of testing packages.

In order to disseminate this information to the relevant industries, the Institute is planning to organize a one day national conference on “Export Packaging for Dangerous Goods” in a Hotel at Chennai tentatively on 8<sup>th</sup> November, 2024.

Please find the attached brochure & budget proposal of the above mentioned programme for your perusal.

Submitted for your kind approval please.




Harshad Mangalassery  
(Technical Assistant)

*Proposal may please be approved.*

  
R. Pon Kumar  
(Deputy Director & Regional Officer)

Director:-

*This is a good initiative.  
Execute it well to increase  
visibility of IIP.*

  
15.08.24

INDIAN INSTITUTE OF PACKAGING – CHENNAI

IIP-CHE/TRG/2024-25/05

2<sup>nd</sup> July, 2024.

Sub: Budget Proposal for One Day National Conference on “Export Packaging for Dangerous Goods”

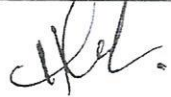
The above Conference is scheduled to be held in a Hotel at Chennai tentatively on 8<sup>th</sup> November, 2024. Following are the budget details:


**INCOME BUDGET:**

Income Head	Details	Nos.	Rate Rs.	Rs.
Participation Fee:	Delegate Fee: Non-Member	80	5,000/-	4,00,000/-
	Member	20	4,500/-	90,000/-
	Less 10% Discount to 20 Early Bird Delegates	20	500/-	(-)10,000/-
Sponsorship:	Platinum Sponsor	1	1,50,000/-	1,50,000/-
	God Sponsor	1	1,25,000/-	1,25,000/-
	Silver Sponsor	1	1,00,000/-	1,00,000/-
	Bronze Sponsor	2	75,000/-	1,50,000/-
<b>Total Budgeted Income:</b>				<b>10,05,000/-</b>

**EXPENDITURE BUDGET:**

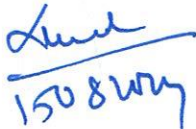
Expenses Head	Nos.	Rate Rs.	Rs.
Promotional Activities (Advertisement/ Digital Marketing/ Social Media/ Press Conference ...etc.)			30,000/-
Conference Hall Decoration, Back Drop, M.C.			1,00,000/-
Conference Kit	150	300/-	45,000/-
Mementos for Dignitaries/Speakers			10,000/-
Souvenir Printing	120	300/-	36,000/-
Boarding/Loading Expenses (3 Outstation Officials including Director & 2 Speakers for 2 Nights)	3 x 2	8,000/-	48,000/-
Air Tickets for 3 Outstation Officials including Director & 2 Speakers	3	15,000/-	45,000/-
Car Hire Charges			25,000/-
Miscellaneous Expenses			30,000/-
Catering Expenses - Hotel	120	2500/-	3,00,000/-
<b>Total Budgeted Expenditure:</b>			<b>6,69,000/-</b>

  
Harshad Mangalassery  
(Technical Assistant)

  
R. Pon Kumar  
(Deputy Director & Regional Officer)

Director:-

Approved.

  
15/8/2024