



SERVICES EXPORT PROMOTION COUNCIL  
Set up by Ministry of Commerce and Industry, Government of India

सेवा निर्यात संवर्धन परिषद  
वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार द्वारा स्थापित

9<sup>th</sup> September, 2023

No. SEPC/2023/AGM/98

**13<sup>th</sup> Annual General Meeting**  
**29th September, 2023: 2:30 PM – 4:00 PM**  
**SEPC Office, Okhla, New Delhi (Hybrid Mode)**

Dear Member,

This is in continuity of the Notice issued on 6<sup>th</sup> September, 2023

We take this opportunity to inform that 13<sup>th</sup> AGM will be held in hybrid mode to ensure participation of members from across India. The physical venue will be SEPC, Delhi office.

Kindly confirm your participation in either of the mode on this link: <https://forms.gle/cWUocNe8Tz5pBiqG7> latest by 22nd September 2023. The link for virtual meeting will be shared to the confirmed participants opting for virtual mode.

Agenda details are available on [www.servicesepec.org](http://www.servicesepec.org) for kind reference.

With best regards

Dr. Abhay Sinha  
Director General



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6th September 2023

**13<sup>th</sup> Annual General Meeting**  
**29<sup>th</sup> September, 2023: 2.30PM–4.00PM**  
**Hotel Shangri-La, New Delhi**

Dear Member,

We are pleased to inform you that the 13<sup>th</sup> Annual General Meeting (AGM) of Services Export Promotion Council (SEPC) will be held on 29<sup>th</sup> September, 2023 at Hotel Shangri-La, New Delhi from 2.30PM–4.00PM.

The agenda items for AGM are:

**Item 1:** Confirmation of Minutes of 12<sup>th</sup> AGM.

**Item 2:** Services Sector: Strategy and Incentivisation for Exports to achieve the targeted growth trajectory by 2030.

**Item 3:** Initiatives, events and activities undertaken since the last AGM.

**Item 4:** To receive and adopt the Audited Balance Sheet and Income and Expenditure Account of the Council for the year 2022–23.

**Item 5:** Appointment of M/s Thakur Vaidyanath Aiyer & Co, Chartered Accountants as Statutory Auditors for the Council and fix their remuneration.

**Item 6:** Any other points with the permission of Chair.

The Agenda Notes will be shared in a week's time. AGM will be followed by Hi-Tea. Any slight variation in time and venue will be informed well-within time. You requested to send the confirmation on this link: <https://forms.gle/cWUocNe8Tz5pBjqG7> latest by 22<sup>nd</sup> September 2023. The Audited Financial Statement for the year 2022–23 will be uploaded on [www.servicesepec.org](http://www.servicesepec.org) which can be accessed and downloaded by using members' login which can be generated online.

Thanking you,  
With regards

Dr. Abhay Sinha  
Director General