

PRESIDENT
Vimal Shah

IMMEDIATE PAST PRESIDENT
Paras Gundecha

PRESIDENT-ELECT
Dharmesh Jain

VICE PRESIDENTS
Mayur Shah
Nayan Shah
Deepak Goradia
Boman Irani

HON. SECRETARY
Nainesh Shah

HON. TREASURER
Sukhraj Nahar

CEO
S. Shahzad Hussain
I.A.S. (Retd.)

HON. JOINT SECRETARIES
Harish Patel
Ashok Mohanani
Sandeep Runwal
Bandish Ajmera

JOINT TREASURERS
Lakshman Bhagtani
Mukesh Patel

CO-ORDINATORS
Rasesh Kanakia
Jagdish Ahuja
Pujit Aggarwal
Parag Munot

COMMITTEE MEMBERS
Sujal Shroff
Rajan Bandelkar
Vikas Walawalkar
Jayesh Shah
Nayan Bheda
Sanjay Chhabria
Rajendra Chaturvedi

PAST PRESIDENT
Sunil Mantri
Pravin Doshi
Mohan Deshmukh
Mofatraj Munot
Niranjan Hiranandani
Rajni S. Ajmera
G. L. Raheja
Lalit Gandhi
Babubhai Majethia

MCHI-CREDAI UNITS

President, Thane
Shailesh Puranik

President, Kalyan-Dombivli
Johar Zojwalla

President, Raigad
Rajesh Prajapati

President, Navi Mumbai
Arvind Goel

Hon. Secretary, Mira Virar City
Shailesh Sanghvi

Ref. No.:MCHI/SEC/13-14/025

January 24, 2014

To
**All Office-Bearers of MCHI-CREDAI and
MCHI-CREDAI Units**

Protocol Reg. Invitations for MCHI-CREDAI Functions/Events.

This is to bring to the kind attention of all MCHI-CREDAI Units that whenever you are hosting/organizing an event or a function, please ensure that invitations for the same reach the **President and Hon. Secretary**, as also the entire Managing Committee of MCHI-CREDAI, and the Managing Committees of all Units, sufficiently in advance (at least 7 clear days ahead) for them to be able to grace the occasion.

Also protocol-wise, if the President and or Hon. Secretary are attending the function, then

1. President & Hon. Secretary must be seated with the Chief Guest/Guest of Honour for the occasion.
2. President & Hon. Secretary must be invited to speak, wherein the President/Hon. Secretary will compliment the office-bearers and organizing team of the event and express their best wishes for the success of the event.

In case the President/Hon. Secretary are unable to make it to the event, then MCHI-CREDAI's next senior-most Vice President in attendance shall be extended the courtesy,

3. In case presentation/mementoes are being given to the Chief Guest/Guests of Honour, the organizing MCHI-CREDAI Unit should discuss beforehand about doing the honours of presenting the memento to the Invited Chief Guest/Guests of Honour.

In order to give the organizers of the event, their due share of recognition, and acknowledgement for the efforts put in by them, the President & Hon. Secretary, may choose to play a limited role in the ceremonies.

4. In the vote of thanks, due acknowledgement of the participation of the President & Hon. Secretary will be made, together with a reference to "our parent body, MCHI-CREDAI, Mumbai."

Trust the above points will be well received. Let us maintain this protocol hereon for all functions, whenever they are being held.

Sincerely
For MCHI-CREDAI



Nainesh Shah
Hon. Secretary

MCHI-CREDAI (ISO 9001:2008)

Maker Bhavan II, 4th Floor, 18, V. Thackersey Marg, New Marine Lines, Mumbai - 400 020.

Tel.: 4212 1421, Fax : 4212 1411 / 407 • Email: secretariat@mchi.net

Website : www.mchi.net