



## 2019 ANNUAL REPORT

*SLAPCEO endeavours to make the conference, meetings and exhibition business more professional and recognised to be a key segment in tourism which brings in premium revenue to the country. It is the only industry body representing the meetings industry in Sri Lanka, recognized, directly supported and assisted by Sri Lanka Convention Bureau which is functioning under the Ministry of Economic Development to promote Sri Lanka as a venue for Meetings, Conferences and Exhibitions. While Sri Lanka Convention Bureau represents Government interest in the meetings industry, SLAPCEO is considered as the voice of the industry in the formulation of policies and development of strategies.*

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# **SRI LANKA ASSOCIATION OF PROFESSIONAL CONFERENCE EXHIBITION AND EVENT ORGANISERS**

## *ANNUAL REPORT FOR YEAR ENDED 31 DECEMBER 2019*

The Association was set up on 10.02.2012 as a Company Limited by Guarantee and has a license under Section 34 of the Companies Act. However it has been in operation prior to this since 2006 as an unincorporated entity.

Incorporation Number: GA2662

Address : C/O Sri Lanka Convention Bureau, 4th Floor, Hotel School Building, No 78, Galle Road, Colombo 03, Sri Lanka

### **PRESIDENT'S MESSAGE**

Please click this link to read the President's message: <https://www.slapceo.lk/agm-2020/president-s-message.html>

Nalin Ariyaratne

# AT A GLANCE

## OBJECTIVE

The objects of the Association are as follows:

1. To foster the development of professional meetings, conventions, seminars, exhibitions and events of the MICE industry in Sri Lanka
2. To work in close liaison with all Government Ministries, Authorities and Departments, particularly with Sri Lanka Conventions Bureau, Sri Lanka Tourism Promotion Bureau, as well as Sri Lankan Airlines and all other Airlines, Hoteliers, Convention Organisers, Event Organisers, Equipment providers, Venue providers, Service providers, Members of the travel and tourism industry of Sri Lanka and allied organizations as well as stakeholders of the MICE industry for the achievement of the objects referred to above.
3. To take such steps as deemed necessary to promote and protect the interests of varied types of members, non-members and stakeholders associated with the MICE industry
4. To liaise with local and international bodies for MICE tourism
5. To encourage MICE tourist traffic between Sri Lanka, other countries and vice versa
6. To organize and hold meetings, incentive travel, conferences, congresses, conventions, lectures, seminars, exhibitions, events, workshops and forums for any purpose and of all types of descriptions
7. To provide advisory services on all matters relating to writing, editing, publishing and printing of marketing material in any form
8. To affiliate with any institutions local and foreign, with similar aims and objectives
9. To sponsor scholarship, studentship and fellowship programs on its own or in collaboration with other local and/or foreign institutions or trusts
10. To develop, offer and conduct professional and other training courses and sessions for its members, non-members and stakeholders
11. To involve in any capacity in infrastructure development for the furtherance of the MICE industry
12. Any other objectives in the Articles as may from time to time be altered by Special Resolution and with prior written approval of the Registrar of Companies

## BOARD OF DIRECTORS

Name	Designation	Date of Appointment/ Reappointment
NALIN LAKMAL ARIYARATNE	PRESIDENT	09/02/2019
MOHAMED AASIM MUKTHAR	SECRETARY	23/12/2019
NADEEKA LEENIYAGODA	TREASURER	23/12/2019
FELICIA INDRANI ADHIHETTY	COMMITTEE MEMBER	24/11/2017
JANICE HAKEL-RANASINGHE	COMMITTEE MEMBER	09/02/2019
TUAN SHAFFAATH AMIDON	COMMITTEE MEMBER	24/11/2017
HEMAL OSHADEE WITHANAWASAM	COMMITTEE MEMBER	09/02/2019
EMILE JOSEPH GUNESKERA	COMMITTEE MEMBER	23/12/2019
NADUN EGODAGE	COMMITTEE MEMBER	23/12/2019

## ADVISORY COUNCIL

Name	Designation	Date of Appointment/ Reappointment
SRI LANKAN CONVECTIONS BUREAU	PATRON	10/02/2012
MOHAMED GHOZUIL AMEEN MOHAMED ZIYAN	IMMEDIATE PAST PRESIDENT	09/02/2019

### AUDITOR

BR De Silva & Co

### BANKER

Hatton National Bank

### COMPANY SECRETARIES

Marks & Patents Lanka Pvt  
Ltd SEC/(2) 2010/250

## **FUNDING SOURCES**

The Association is financially supported by annual subscription from members and by organizing its own training programs, events and exhibitions.

## **MEMBERSHIPS**

SLAPCEO has stringent criteria for entry into its membership, tailored to promote high industry standards. It currently has 33 members.

27 Full Members (who are all entitled to vote) consisting of Professional Conference Organizers (PCO), Professional Exhibition Organizers (PEO), Destination Management Companies (DMC) and Event Management Companies (EMC)

6 Associate Members including hotels, equipment suppliers, venue providers, airlines, advertising and marketing agencies and other service providers.

Member companies and their contacts can be viewed here:

<https://docs.google.com/spreadsheets/d/1C1I1um8Bp5EGeCtCNohH5aC0APLhCIqU9TF3H2HE-9I/edit?usp=sharing>

## **MEMBER BENEFITS**

1. High credential been a member since SLAPCEO is the most exclusive recognize private body formally representing the MICE Industry.
2. The most sought after lobbying body for the MICE industry in all level example (country infrastructure for MICE, education and training. Policy design and membership interest protection).
3. Member of the Sri Lanka Convention Bureau Board hence industry and members concern are arbitrated at the highest level.
4. Membership cover all sectors in the MICE industry (PCO, PEO, DMC and other categories).
5. High network membership since the membership include the Industry leaders and International MICE lobbies (ICCA).
6. Representation with the tourism and any government organization for your company challengers.
7. Globally recognized certification (IAPCO) and other training opportunities are available at discounted rates via SLCB.

8. Access to special rates offered by Sri Lanka Convention Bureau for member participation at Road Shows and MICE promotions.
9. Cross selling and networking opportunities among members.
10. Discounts for stalls in all the exhibitions the members organize.
11. Discounts from the Sri Lanka Airlines for industry related travel.
12. Recruitments and head hunting for any specific management or executive designations.



# IMPORTANT CHANGES IN 2019

## *BOARD OF DIRECTORS*

Reappointments – 9/02/2019	Appointments – 9/02/2019	Resignations – 23/12/2019	*Appointments to fill vacancies – 23/12/2019
Janice Hakel-Ranasinghe – Committee Member	Nadeeka Leeniyagoda – Committee Member	Shanti Outschoorn – Secretary	Aasim Mukthar - Secretary
Oshadee Withanawasam – Committee Member		Paddy Paul – Committee Member	Emile Gunsekera – Committee Member
		Hajreen Juhara – Committee Member	Nadun Egodage – Committee Member
			Nadeeka Leeniyagoda – Treasurer

*\*In accordance with Article 57 b of the Articles of Association of the Company, the Board is vested with the power to make appointments to fill vacancies*

## *MEMBERS*

Eventistry Pvt Ltd, Avant Premiere Pvt Ltd, Royal Holidays, Live Production Pvt Ltd and Ceylon Chamber of Commerce obtained SLAPCEO membership during the past year.

The following were removed from the membership of SLAPCEO:

- Travelmate Lanka Pvt Ltd
- DAV Technologies Pvt Ltd
- Galadari Hotel
- Colombo Fort Hotels
- Sigma Three Solutions

## *STAFFING*

Shafeeqa Kichilan was hired as Coordinator of SLAPCEO. Ms Kichilan will take minutes of Board meetings as well as undertake all administrative and coordinating work in assisting the Board of SLAPCEO in their endeavors.

## *SUBCOMMITTEES*

The Sub Committees were restructured as follows:

CSR, PR & Website – Nadun Egodage, Janice Hakel-Ranasinghe

Education & Training – Oshadee, Shaffaath

Members & Member Benefits – Nadeeka Leeniyagoda, Emile Guneserkera

Marketing Plan – Nalin Ariyaratne

Finance & Admin – Nadeeka Leeniyagoda

Special Events – Nalin Ariyaratne, Janice Hakel-Ranasinghe

## *COMPANY SECRETARIES*

Dinukshi Bandaranayake will replace Marks & Patents Lanka Pvt Ltd as Company Secretaries of SLAPCEO.

## *AUDITORS*

Baker Tilly Edirisinghe & Co took over from BR De Silva & Co as auditors of SLAPCEO

# ACHIEVEMENTS IN YEAR 2019

## 1. OBTAINING IEIA MEMBERSHIP – 14<sup>TH</sup> JUNE 2019

Indian Exhibition Industry Association (IEIA) represents the entire country of India and all segments related to the exhibition industry. SLAPCEO takes pride in obtaining the IEIA Membership on 14th June 2019 as an honorary member.

IEIA member benefits are detailed here: <https://www.ieia.in/benefits>

## 2. ATTENDED IEIA OPEN SEMINAR 2019 – 13<sup>TH</sup> TO 15<sup>TH</sup> JUNE 2019

IEIA Open Seminar is Indian Exhibition Industry Association's annual flagship international conclave, where the Indian Exhibition Industry comes together with its members, associates and international delegates to deliberate on the happenings in the industry and to build on the business, presence and network.

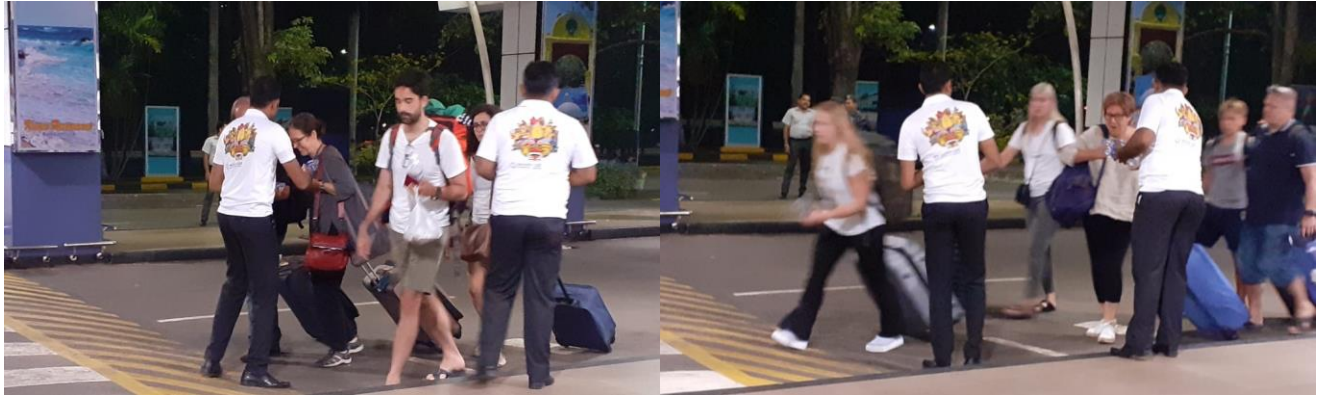
SLAPCEO President, Secretary & Treasurer were invited as Special Guests of the IEIA Seminar in New Delhi from 13th to 16th June 2019 at the India Expo/Radisson Blue in Greater Noida.

The event was attended by around 800 Exhibition industry professionals with around 100 International delegates from various countries, providing one of its kind networking opportunity for all participants.

SLAPCEO Secretary represented Sri Lanka in delivering a speech about how Sri Lanka is coping after the Easter Sunday bomb attacks, and received a standing ovation for her delivery.



### 3. DISTRIBUTION OF WATER BOTTLES AT THE AIRPORT



SLAITO together with SLAPCEO distributed water bottles to the departure passengers at the Katunayake airport after the Easter Sunday bomb attacks.

### 4. “IGNITING MICE TEAM SPIRIT” - A SLAPCEO POWERED NETWORKING EVENT 25<sup>TH</sup> JUNE 2019

SLAPCEO Quarterly Members’ Fellowship was successfully held on 25th June 2019 at Jetwing Colombo Seven. 28 Industry members attended the event. The Chairman of SLCB, Mr. Kumar De Silva address the gathering and shared his thoughts on developing the Industry. Furthermore, Ms. Malkanthi from SLCB presented a presentation on Industry trainings and about the upcoming road shows.

SLAPCEO new website was launched to the members and the updated members benefits was presented at the gathering. New Members were warmly welcomed: Eventistry Pvt Ltd, Avant Premiere Pvt Ltd, Royal Holidays and Live Production Pvt Ltd.







## 5. IAPCO BESPOKE EDGE SEMINAR – 03<sup>RD</sup> TO 06<sup>TH</sup> OCTOBER 2019

SLAPCEO together with Sri Lanka Convention Bureau (SLCB) have been successful in bringing the International Association of Professional Conference Organisers (IAPCO) Certificate course to Sri Lanka thus giving Sri Lankans an opportunity of obtaining a prestigious certificate without having to travel to Switzerland at a heavy cost.

The program was successfully carried out from 03rd to 06th October at Taj Bentota Resort & Spa with a participation of 42 industry members.



## **6. TALK ON “OPPORTUNITIES VS CHALLENGES IN TOURISM: A FRESH PERSPECTIVE” BY MR. HUGO SLIMBROUCK – 22<sup>ND</sup> OCTOBER 2019**

SLCB together with SLAPCEO conducted an education program on 22nd October at the SLITHM on ‘Opportunities vs. Challenges in Tourism: A Fresh Perspective’. Nearly 80 industry participants attended this program.

This education program gave an opportunity to the Sri Lankan MICE industry to enhance knowledge of MICE industry and share the best practices of MICE. This session covered the topics: ‘How to sell your destination: tips and tricks’ as well as ‘Safety and security’ which is a contemporary topic applicable to Sri Lanka as well as rest of the world.

## **7. OBTAINING UFI MEMBERSHIP – 07<sup>TH</sup> NOVEMBER 2019**

UFI is the leading global association of the world’s tradeshow organisers and exhibition centre operators, as well as the major national and international exhibition associations, and selected partners of the exhibition industry.

UFI’s main goal is to represent, promote and support the business interests of its members and the exhibition industry. UFI directly represents around 50,000 exhibition industry employees globally, and also works closely with its 54 national and regional associations members. With 788 members in 87 countries, UFI represents all sectors of the exhibition industry.

SLAPCEO takes pride in obtaining the UFI Membership on 07th November 2019.

UFI member benefits are detailed here: [https://www.ufi.org/wp-content/uploads/2019/12/UFI\\_Brochure\\_Nov2019.pdf](https://www.ufi.org/wp-content/uploads/2019/12/UFI_Brochure_Nov2019.pdf)

## **8. FAB-YULE-US SEASONAL GATHERING – 23<sup>RD</sup> DECEMBER 2019**

A member fellowship was held on 23rd December 2019 at Platinum One Suites in order to celebrate festive season and also to bid farewell to Paddy Paul and Shanti Outshoorn who held Board member positions at SLAPCEO for 7 and 15 years respectively.

Also at the same occasion, the new members received their member certificate.





# FINANCES

## NOTE

The auditors were unable to provide the audited accounts due to Covid 19. Hence the audited accounts will be circulated among the membership once we receive them.

Following is an email from auditors to confirm the same:

**From:** Harshani Pathirana <[harshi.sjp@gmail.com](mailto:harshi.sjp@gmail.com)>

**Date:** April 23, 2020 at 10:07:13 GMT+5:30

**To:** Aasim Mukthar <[aasim@saexhibitions.com](mailto:aasim@saexhibitions.com)>

**Cc:** Manoj Alahakon <[manoj@bakertilly.lk](mailto:manoj@bakertilly.lk)>

**Subject: FW: SLAPCEO-Audit for year ended 31 December 2019**

Dear Mr.Asim,

We have almost completed the annual audit of SLAPCEO for the year ended 31 December 2019 and we were planning to finalize the financial statements and issue the audit report by middle of March 2020.

But the finalizing of the audit will be delayed due to lock down of the country because of Covid 19. pandemic and as soon as the situation gets back to normal after lifting the curfew by the Government we will finalize the audit working and issue the audited financial statements.

Thank You  
Best Regards,  
Harshani Pathirana  
Manager -Audit  
Bakertilly

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

Click here to view the financial statements for the year ended 31 December 2019:

[https://drive.google.com/file/d/1CEmUblalmbys\\_F-RkqOrVgfTYZQvpgRk/view?usp=sharing](https://drive.google.com/file/d/1CEmUblalmbys_F-RkqOrVgfTYZQvpgRk/view?usp=sharing)



# ANNUAL GENERAL MEETING

SLAPCEO's 16<sup>th</sup> AGM was successfully hosted at Taprobana Wadduwa by Asia Leisure, which opened the gates of its beautiful resort and warm hospitality to welcome SLAPCEO members.

Nalin Ariyaratne (Jetwing Events Pvt Ltd) was appointed as Incoming President of SLAPCEO, Shanti Outschoorn (Intertrade Lanka Management Pvt Ltd) was appointed as Secretary, Aasim Mukthar (Lanka Exhibition and Conference Services Pvt Ltd) was appointed as Treasurer.

As the outgoing President, Ziyen Ameen (Aitken Spence Travels Pvt Ltd) was felicitated for his 10 year service on the Board of SLAPCEO.



## **MINUTES OF 16<sup>TH</sup> ANNUAL GENERAL MEETING OF MEMBERS HELD ON 9 FEB 2019 AT 11.30 PM AT HOTEL TAPROBANA, WADDUWA**

Members Present being represented by their 1<sup>st</sup>/ 2<sup>nd</sup> /3<sup>rd</sup> Representative in person or by proxy

### **Full Members:**

- 1 Lanka Exhibition and Conference Services Pvt Ltd PV11907
- 2 Intertrade Lanka Management (Pvt) Ltd PB249
- 3 Aitken Spence Travels (Pvt) Ltd PV1262
- 4 Diethelm Travels Lanka Pvt Ltd PV1926
- 5 Walkers Tours Limited PV64362
- 6 Jetwing Events (Private) Limited PV10798
- 7 Golden Isle Travel (Pvt) Ltd PV73070
- 8 KAIROS W/A 60866
- 9 B Connected (Pvt) Ltd PV166
- 10 S W R D Bandaranaike National Memorial Foundation Gazetted May 1973
- 11 Asia Tours Pvt Ltd W/A 60178
  
- 12 NKAR Travels & Tours (Pvt) Ltd PV7314
- 13 M&S Travel Solutions Pvt Ltd PV69633
- 14 Columbus Tours Pvt Ltd PV7557
- 15 Conference & Exhibition Management Services Pvt Ltd
- 16 Beyond Boundaries Global Pvt Ltd PV92058
- 17 The International Institute of Knowledge Management Pvt Ltd PV95698
- 18 MICE.lk Pvt Ltd
- 19 Delmege Travels Pvt Ltd

### **Associate Members:**

- 1 GAC Logistics Pvt Ltd PB178

### **Absent:**

- 1 DAV Technologies (Pvt) Ltd PV64937
- 2 CDC Events & Travels Pvt Ltd PV96271
- 3 Cinnamon Hotel Management Ltd. PB7
- 4 Helanka Vacations Pvt Ltd PV61942
- 5 Travelmate Lanka Pvt Ltd
- 6 Live Productions Pvt Ltd
- 7 Taj Lanka Hotels PLC PQ183
- 8 Cinnamon Lakeside Colombo (Trans Asia Hotels PLC) PQ5
- 9 Galadari Hotel
- 10 Colombo Fort Hotels LTD PQ198
- 11 Tangerine Beach Hotels PLC PQ162
- 12 Sigma Three Solutions W/201425
- 13 Shangri-La Hotels Lanka Pvt Ltd

## **1. Welcome**

The meeting commenced on time as the President Mr Ziyen Ameen extended a warm welcome to all those present. He confirmed that a quorum had been reached to convene the meeting.

Ms Dinukshi Bandaranayake, representing Company Secretaries Marks & Patents Lanka Pvt Ltd, explained the procedural matters relating to the Agenda for the meeting.

## **2. Minutes**

Minutes of the meeting held on 24 November 2016 were adopted – proposed by Ms Felicia Adhihetty & seconded by Mr Shaffaath Amidon.

## **3. President's address**

The President Mr Ziyen Ameen next delivered his address to the gathering, highlighting the achievements of the past year.

## **4. Treasurer's address**

The Treasurer Ms Shanti Outscoon presented the Audited Accounts of the Association for the year ended 31 December 2017.

## **5. Resolutions**

The Company Secretaries presented and explained the resolutions to be adopted at the meeting. Subsequently the following resolutions were passed with over 75% majority of votes:

- **Receive, consider and adopt the Annual Report of the Office Bearers on the affairs of the Association, and the Audited Accounts of the Association for the year ended 31 December 2017**

*IT IS RESOLVED THAT the Annual Report of the Office Bearers on the affairs of the Association, and the Financial Statements of the Association for the year ending 31 December 2017 be adopted.*

- **Resolution to reappoint the 3 Committee Members, and 1 new Committee Member**

*WHEREAS six Committee Member vacancies were announced, and nominations to fill these positions were called from the membership on 18 January 2019,*

*WHEREAS three valid nominations were received by the stipulated deadline of 25 January 2019- two nominations for re-appointment by the Board and one a self- nomination,*

*WHEREAS the Board made careful consideration & evaluation of all nominees & confirm their suitability for service as Committee Members,*

*WHEREAS the number of nominations received are less than the number of vacancies, the positions being uncontested,*

*Now Therefore be it resolved:*

*THAT Ms JOYCE PADMINI PAUL (Representative from Golden Isle Travels Pvt Ltd) be re-appointed as Director and Committee Member of the company, whose 2 year tenure as a Committee Member ends pursuant to Article 70 of the Company's Articles of Association and being eligible, is proposed by the Board for re-appointment*

*THAT Ms JANICE HAKEL-RANASINGHE (Representative from Kairos) be re-appointed as Director and Committee Member of the company, whose 2 year tenure as a Committee Member ends pursuant to Article 70 of the Company's Articles of Association and being eligible, is proposed by the Board for re-appointment*

*THAT Mr HEMAL OSHADEE WITHANAWASAM (Representative from The International Institute of Knowledge Management Pvt Ltd) be re-appointed as Director and Committee Member of the company, whose 2 year tenure as a Committee Member ends pursuant to Article 70 of the Company's Articles of Association and being eligible, is proposed by the Board for re-appointment*

*THAT Ms NADEEKA LEENIYAGODA (Representative from Aitken Spence Travels Pvt Ltd) be newly appointed as Director and Committee Member of SLAPCEO*

- **Resolution to appoint President, Secretary and Treasurer**

*WHEREAS the offices of President, Secretary and Treasurer have fallen vacant upon the expiration of the tenures of their predecessors,*

*Whereas the Board made the following nominations pursuant to Article 60 of the Company's Articles of Association:*

*President – Mr NALIN LAKMAL ARIYARATNE (Representative from Jetwing Events Pvt Limited)*

*Secretary – Ms SHANTI FELECIA OUTSCHOORN (Representative from Intertrade Lanka Management (Pvt) Ltd)*

*Treasurer – Mr MOHAMED AASIM MUKTHAR (Representative from Lanka Exhibition and Conference Services Pvt Ltd)*

*WHEREAS the Board also called for further nominations from the membership on 18 January 2019*

*Whereas no nominations were received from the membership by the stipulated deadline of 25 January 2019,*

*WHEREAS all the offices being uncontested,*

*NOW THEREFORE BE IT RESOLVED:*

*THAT Mr NALIN LAKMAL ARIYARATNE (Representative from JETWING EVENTS PVT LTD) be appointed as DIRECTOR & PRESIDENT of SLAPCEO*

*THAT Ms SHANTI FELECIA OUTSCHOORN (Representative from Intertrade Lanka Management (Pvt) Ltd be appointed as DIRECTOR & SECRETARY of SLAPCEO*

*THAT Mr MOHAMED AASIM MUKTHAR (Representative from Lanka Exhibition and Conference Services Pvt Ltd) be appointed as DIRECTOR & TREASURER of SLAPCEO*

- **Resolution appointing M/S Baker Tilly Edirisinghe & Co as Auditors of SLAPCEO**

*it IS resolved THAT Baker Tilly Edirisinghe & Co be appointed as Auditors of SLAPCEO upon recommendation for the same by the Board of SLAPCEO*

## **6. Guest Speech**

The formal segment of the AGM was followed by a speech by Mr Kumar De Silva Chairman of Sri Lanka Conventions Bureau, followed by a Q&A session

## **7. Token of Appreciation**

A plaque was presented to the outgoing President of SLAPCEO for his 10 year service on the Board of SLAPCEO

## **8. Vote of thanks & Closing Remarks**

Mr Nadun Egodage thanked the gathering for their input & invited everyone to lunch. The meeting was closed at 12.45pm.

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Mr Nalin Ariyaratne

President – SLAPCEO

Date:

## **RESOLUTION IN LIEU OF ANNUAL GENERAL MEETING**

Due to the prevailing COVID-19 situation, SLAPCEO will pass a resolution in lieu of its AGM.

Click here to view: <https://www.slapceo.lk/agm-2020/resolutions-in-lieu-of-agm.html>

## **RECORDING VOTES FOR RESOLUTION IN LIEU OF AGM**

If you are a Full member, you can vote on the resolutions to be adopted in lieu of the AGM. Please do click on the following link & submit your vote: <https://form.jotform.com/dinukshi/adopt-resolutions>

## **ELECTIONS**

This year the Board is also calling for nominations to fill all 4 vacant Committee Member positions.

If you wish to nominate yourself for the post of Committee Member on the Board of SLAPCEO, please follow this link: <https://www.slapceo.lk/agm-2020/resolutions-in-lieu-of-agm.html>

(This is a convenient online form, which can be filled and signed with your finger on your Smart phone touch screen–no need to download print or scan the form)

Deadline for nomination: 27 April 2020

If more than four names are proposed, an election will be held online prior to the AGM, with results being announced at the AGM. If not, those who nominated themselves & also survived the Board's deselection process, will be appointed uncontested.