

NCPA has been working in uniting coffee producers for the past three decades. NCPA is an Umbrella for all the Nepalese coffee organization, businessmen, Co-operatives involved in the coffee industry. It was initially established as Central Committee in 1997 AD but has been running as an association since 2004 AD. This Institution mainly works for institutional development, coffee production, processing technology, advertisement and marketing of the coffee sectors.

### **The objectives of NCPA**

- 1) To produce, process and manage markets for coffee and help provide different short term, mid-term and long term planning.
- 2) To provide necessary research, trainings, visit, etc. to promote coffee producers, professional organizations and cooperatives in order to achieve international standard in production and processing of coffee.

NCPA is committed to bring together participants who are committed to addressing sustainability issues in the coffee sector. This means that any organisation or individual can join and become involved. Members of NCPA can be coffee farmers, importers, exporters, traders, roasters and retailers as well as civil society organisations - such as non-governmental organisations, public institutions, research organisations and individuals who are committed to the overall development of the coffee sector of Nepal.

Members will be grouped into the below types:

Member type

#### **Producers/ Farmer groups/ co -operatives**

Definition: Members of the coffee supply chain that produce, process and sell coffee.

**Fees Rs.5000/-**

Member type

#### **Buyers/ Agents**

Definition: coffee traders, exporters and importers etc.

**Fees Rs.10000/-**

Member type

#### **Civil Society Organisations**

Definition: Non-governmental organisations that is active in advocacy and/ or the implementation/ financing of sustainability programs/ projects.

**Fees Rs.25000/-**

Member type

#### **Institutions**

Definition: Research institutes, agricultural extension services.

**Fees Rs. 5000/-**

Member type

#### **Roasters and cafes**

Definition: small to large coffee roasters and cafes that sell Nepalese coffee.

**Fees**

**Cafe with roaster Rs.15000/-**

**Only roaster Rs. 10000/-**

**Only cafe Rs. 5000/-**

Member type

#### **Individuals/technicians/baristas/ agro related suppliers**

Definition: Individuals who are interested in supporting the coffee sector through their membership.

**Fees Rs. 1000/- to Rs 5000/-**

Agro related suppliers/companies – Rs 5000/-

Technicians/ Baristas – Rs 2000/-

Individuals – Rs 1000/

Member type

**Coffee Orchard owner**

Definition: individuals, groups, companies that have invested in large-scale coffee plantations.

**Fees Rs. 10000/-**

Member type

**Farmers**

Definition: individual farmers who are contributing to the coffee sector of Nepal.

**Fees Rs. 200/-**

**Required documents for membership**

- Photocopy of Citizenship / Document revealing Identity (validity proved by Government)
- PP size photo (2 PCS)
- Application for membership (indicating the type of membership)
- Company / Industry / Firm / Association / Cooperation registration Certificate
- Documents revealing occupation, activities, and membership related documents.
- Photocopy of VAT, PAN, and Tax Clearance certificate.
- Previous Year tax Certificate

Why become a member of NCPA?

- 1) NCPA has had a long history working directly with farmers, processors and traders for a long time and has a chain of capable and certified technical members. Hence these expertise and experiences of NCPA can be used at any given time and place by members who want to expand their knowledge and business in the coffee sector of Nepal.
- 2) NCPA has time and again been providing technical assistance and trainings at various levels from central to field level. Hence members are always welcome to be a part of these programs.
- 3) NCPA has been actively participating in various national and international exhibitions related to coffee and have created an image of its own. Hence members are always welcome to be a part of such events.
- 4) NCPA has been creating opportunities with international traders in all of its international exhibitions and hence these resources can be utilized by its members at any given time.
- 5) NCPA is an organization that has been actively involved in the coffee sector for more than three decades, hence any fellow members (individuals or civil society organizations) can have access to resources related to coffee sector for research as well as implementation of projects related to coffee sector.
- 6) Since NCPA is a growing organization, we in the near future believe that we will create more job opportunities in this sector as well as providing small soft loans to individuals or groups to start up business related to coffee sector.
- 7) NCPA has the right and ownership of “The Himalayan Specialty coffee” which is an internationally recognized logo. Hence our members can use this logo under the strict supervision of NCPA.
- 8) NCPA is also an active member of Specialty Coffee Association of America. Through the reference of NCPA, members can also apply for the membership of Specialty coffee Association of America.
- 9) NCPA can also assist its member in having their product (Coffee) lab tested internationally to know more about their product and get an international certificate about their product.

Santosh Pokharel

General Secretary

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PP size photo

## Membership Form (Individual only)

### सदस्यता फारम

Name (नाम):

Nationality (नागरिकता):

Citizenship no (नागरिकता नं):

Permanent Address (स्थायी ठेगाना):

Temporary Address (अस्थायी ठेगाना):

Occupation (पेसा):

Contact no (फोन नं):

Email Address (इमेल):

Membership Type (सदस्यता प्रकार):

Attached Documents checklist (आवाश्यक कागजात ) (Please (√) below)

SN	Documents	Yes	No
1	Photocopy of Citizenship / Document revealing Identity validity proved by Government) (नागरिकताको फोटोकपी / परिचय खुल्ने प्रमाणित कागजात)		
2	PP size photo (2 PCS) (फोटो 2 lk;)		
3	Application for membership (indicating the type of membership) (सदस्यता प्रकार / किस्म खुलाएर सदस्यताको लागी निवेदन)		
4	Company / Industry / Firm / Association / Cooperation registration Certificate (उद्योग/ कम्पनी/ फर्म/ संस्था/ समुह/ पेसा दर्ताको प्रमाणित कागजात)		
5	Documents revealing occupation, activities, and membership related documents (पेसागत परिचय खुल्ने प्रमाणित कागजात वा सो सम्बन्धि कार्य गरेको/ अध्ययन गरेको/ योग्यता प्रमाणित गर्ने कागजात वा सो सम्बन्धि सदस्यता प्रकारको प्रमाणित हुने आधिकारिक निकायको सिफारिस पत्र)		
6	Photocopy of VAT, PAN, and Tax Clearance certificate.( कर/ भ्याट /राजश्व /पान का निमित्त आर्थिक दायित्व खुल्ने प्रमाणित पत्रको प्रतिलिपी)		
7	Previous Year tax Certificate (गतवर्षको कर दाखिला तथा करचुक्ता विवरण पेशाको प्रमाणपत्र)		
8	Renewal of Membership(सदस्यताको नविकरण)		

Applicants Signature

Date(मिति): .....

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## Membership Form (For Organization/Company only)

### सदस्यता फारम

Organization / Company Name (कम्पनिको नाम):

Type of Company/Organization (कम्पनिको प्रकार):

Registration No (दर्ता नं):

Address (ठेगाना):

Contact No (फोन नं):

Contact Person (सम्पर्क ब्यक्ती):

Email Address (इमेल):

Website (वेब साइट):

Membership type(सदस्यता प्रकार):

Attached Documents checklist (आवाश्यक कागजात ) (Please (√) below)

SN	Documents	Yes	No
1	Photocopy of Citizenship / Document revealing Identity validity proved by Government) (नागरिकताको फोटोकपी / परिचय खुल्ने प्रमाणित कागजात)		
2	PP size photo (2 PCS) (फोटो 2 llk;)		
3	Application for membership (indicating the type of membership) (सदस्यता प्रकार / किस्म खुलाएर सदस्यताको लागी निवेदन)		
4	Company / Industry / Firm / Association / Cooperation registration Certificate (उद्योग/ कम्पनी/ फर्म/ संस्था/ समुह/ पेसा दर्ताको प्रमाणित कागजात)		
5	Documents reveling occupation, activities, and membership related documents ( पेसागत परिचय खुल्ने प्रमाणित कागजात वा सो सम्बन्धि कार्य गरेको/ अध्ययन गरेको/ योग्यता प्रमाणित गर्ने कागजात वा सो सम्बन्धि सदस्यता प्रकारको प्रमाणित हुने आधिकारिक निकायको सिफारिस पत्र)		
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8	Renewal of Membership(सदस्यताको नविकरण)		

Applicants Signature

Date(मिति): .....

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