Preparation Schedule for

Taiwan Metal Parts Online Biz Meeting, 2021 (Nov. 2nd)

Please invite buyers to join the “Taiwan Metal Parts Online Biz Meeting, 2021” on November 2nd , 2021.

TAITRA is going to conduct the said event on 2nd , Nov. 2021, 7:00-17:00(GMT+8), please invite related buyers in the related fields listed as follows:

**Basic metal manufacturing:** stainless steel, steel, titanium, aluminum, copper, and other applied products.

**Metal products manufacturing industry:** metal knives, hand tools, and molds, metal structures and building components, metal containers, metal processing, water ware, etc.

**Other metal products**: screws, nuts and rivets, metal springs, and wire products.

The schedule listed as follows:

|  |  |
| --- | --- |
| **Date** | **Program**  |
| From July 14th to Sep. 13th, 2021  | Buyer registration for overseas offices through EBS system (http://ebs.taitra.org.tw). The online meeting will be divided into three sessions. The buyer can choose either session according to his/her preference. |
| From Sep. 17th to Sep. 30th  | Online registration for Taiwanese suppliers. |
| From Oct. 5th to Oct. 12th | On Oct. 5th, a supplier list will be sent to each buyer for confirmation. All buyers need to reply before Oct. 12th. |
| From Oct. 13th to Oct. 20th | Inviting more suppliers registering the meetings according to certain buyers’ requests. |
| From Oct. 26th to Oct.28th | Online meeting test for all regarding TAITRA’s overseas offices and buyers. |
| Oct. 28th  | Sending pre-notification to buyers.  |

Tentative Agenda for

Taiwan Metal Parts Online Biz Meeting, 2021 (Nov. 2nd)

|  |  |  |
| --- | --- | --- |
| **Time(GMT+8)****(Taiwan)** | **Program** | **Remark** |
| **Section A**: for buyers from America only |
| 07:00 | Facilities check  | In Taipei  |
| 07:15 | Buyers from **America** enter the meeting link to check everything goes well. | All related overseas offices should join and check if the buyers on time or not. |
| 07:30-09:00 | Online meetings  | Each meeting is 30 minutes. |
| Meeting Close |
| **Section B**: New Zealand, Australia, Japan, China and South Korea. |
| 09:15 | Buyers from Section A enter the meeting link to check everything goes well. | All related overseas offices should join and check if the buyers on time or not. |
| 09:30-12:30 | Online meetings  | Each meeting is 30 minutes. |
| Meeting Close |
| Break |
| Section C: for buyers from ASEAN countries, India, Middle-Est, Europe and Africa.  |
| 13:15 | Buyers of Section B enter the meeting link to check everything goes well. | All related overseas offices should join and check if the buyers on time or not. |
| 14:30-17:30 | Online meetings | Each meeting is 30 minutes. |
| Meeting Close |