



# Towel Manufacturers' Association of Pakistan

(Southern Circle)

1384/TMA

November 04, 2009

Association Members,

## **RE : FIRST TMA FOCUS GROUP MEETING**

Dear Sirs,

It is to advise you all that before going further in Partnership Project with bfz {gGmbH} International, TMA is going to hold its **1st Focus Group Meeting** on **Saturday, the 7th November, 2009 at 04.30 p.m at TMA House, 77-A, S.M.C.H.S, Karachi** and as such, we request you to please attend the meeting or depute any knowledgeable person of your organization to participate in the said meeting.

The Agenda of the meeting would be as per the following:

1. Welcome Note by Chairman TMA {SC} Mr.Moin A. Razzak {5 minutes}
2. Introduction of the participants {5 minutes}
3. Brief Introduction by Mr.Salahuddin on project and Focus Group {10 minutes}
4. Explanation on purpose of meeting and methodology (metaplan) {10 minutes}
5. Metaplan session: Problem Solving {45 minutes}
6. Announcement for date of TMA 2nd Focus Group Meeting
7. Evaluation of 1st Meeting : Flash light
8. Tea

We request the members to confirm their participation through telephone, email or fax latest by Friday, the 6th November, 2009.

Punctually of time is also requested.

Thanks with regards,

Yours faithfully,

**ASIF NOMANI**  
Secretary



*Affiliated with the Federation of Pakistan Chambers of Commerce and Industry*