

BUSINESS MISSION INFORMATION

ENVIRONMENT & WATER TECHNOLOGIES

21–25 SEPTEMBER 2020, KOREA¹

Are you interested in applying for the Environment & Water Technologies Business Mission to the Republic of Korea? Are you seeking more information about the EU Gateway to Korea coaching approach, the standard and customised services, the promotion of your company in Korea, the Business Mission Week events, and the financial support offered by the European Union? Please read this document.

1. Overview of the 2020 Environment & Water Technologies Business Mission to Korea

1.1 Coaching

European companies receive coaching during the application stage, the pre-departure stage, the Business Mission week in Seoul, and after return to Europe. Coaching includes:

- **Suitability check and assistance during application:** After you submit an Expression of Interest, we will contact you to discuss your company's eligibility and suitability for the Business Mission.
- **Market Study:** After selection, you will receive a comprehensive Market Study. This will broaden your understanding of the Korean Environment & Water Technologies market and help you to define your market strategy.
- **Pre-departure Meeting:** Before the Business Mission week, you will attend a one-day Pre-departure Meeting in Brussels. At the meeting, you will receive a briefing on logistical preparation for the Business Mission week, a presentation on the Korean market in your business sector, and consultation on the business matching process.

¹ Republic of Korea

- **Post-mission Follow Up:** Shortly after your return to Europe, your EU Gateway to Korea Coach will debrief you and offer advice on follow up with contacts made in Korea. You will also be asked to complete an online questionnaire after the business mission.

1.2 Standard and Customised Services

- **Standard Services:** Standard Services are designed to maximise your business opportunities in the Republic of Korea. They are fully financed by the EU and are provided to all participants. Standard Services include:
 - Product suitability check
 - Search for local business partners
 - Scheduling of individual meetings
 - Promotion in the Korean market
 - Built-up booth at the 2-day Business Exhibition:
 - 3x3m floor area; your company name in English and Korean, country, and booth number; storage cabinet; brochure stand; meeting table and four chairs; lighting; electrical outlet (220V/60HZ) with multi adapter plug; and Wi-Fi Internet connection
 - A personal interpreter (English-Korean-English only) at your booth on the two Business Exhibition days
 - Stand-by support during the Business Mission week
- **Customised Services:** You can also choose from a range of optional Customised Services co-financed by the EU. Customised Services include:
 - Translation into Korean and printing of company documentation, product manuals, brochures, and business cards
 - Personal interpreter (English-Korean-English only) for business meetings held outside of the Business Exhibition Days
 - Additional business-related services provided by independent experts

1.3 Promotion in Korea²

As part of the Standard Services, all participants will be featured in a comprehensive promotional campaign run in the Republic of Korea. Promotion will include:

Press release: a press release will be distributed to targeted media with details of all companies participating in the Business Mission.

² Republic of Korea

Media articles: your company and the Business Mission may be featured in mainstream and sector-related local media, gaining your company valuable exposure in the Republic of Korea.

Korean website: your company profile in Korean language will be displayed on the EU Gateway to Korea Korean website at www.eu-gateway.kr, where Korean business people can register to visit the Business Exhibition Days and request meetings.

Direct Mail: invitations to the Business Exhibition Days and a Business Networking Reception will be sent to sector-related Korean companies, industry associations, and public organisations in Korea.

Business Mission Catalogue: a Korean/English catalogue detailing all EU companies participating in the Business Mission will be distributed at the Business Exhibition Days. Each company profile includes:

- Company key data and contact information
- A company introduction
- A summary of your company's products and technologies
- Two product images
- A photograph of your company's representative(s) at the Business Mission

2 The Business Mission Week

The five-day Business Mission week in the Republic of Korea will take place in Seoul from Monday 21 September to Friday 25 September. Participants should anticipate arriving in Seoul on Sunday 20 September and leaving on Saturday 26 September in order to be present at mandatory events on Monday morning and Friday afternoon.

Monday 21 September	Tuesday 22 September	Wednesday 23 September	Thursday 24 September	Friday 25 September
09:00 – 12:00 Briefing Session	10:00 – 18:00 Business Exhibition Day 1	10:00 – 18:00 Business Exhibition Day 2	All Day Individual Business Schedule	09:00 – 15:30 Individual Business Schedule
13:00 – 17:00 Site Visits	18:00 – 20:00 EU-Hosted Business Networking Reception			15:30 – 17:30 Debriefing Session

2.1 Business Mission Week Programme

Monday 21 September 2020	
Time	Session
09:00 – 12:00	<p>Briefing Session</p> <p>The Briefing Session comprises a final update on mission week and in-depth presentations on market by local sector experts.</p>
13:00 – 18:00	<p>Site Visits (Optional)</p> <p>Site visits to sector-related venues (venues to be confirmed)</p>
Tuesday 22 September 2020	
Time	Session
09:00 – 18:00	<p>Business Exhibition Days</p> <p>The two Business Exhibition Days will take place at the mission hotel. Participants will be able to showcase products and technologies to a targeted audience of potential business partners. Ad-hoc and pre-scheduled business meetings will take place at booths.</p>
18:00 – 20:00	<p>EU-hosted Business Networking Reception</p> <p>The Business Networking Reception hosted by the European Union is an opportunity to network with business partners, potential partners, and professional colleagues in an informal environment. Participants can invite their own guests and should have the opportunity to meet representatives from EU Member State embassies and sector organisations in Korea.</p>
Wednesday 23 September 2020	
Time	Session
09:00 – 18:00	Business Exhibition Day 2
Thursday 24 September 2020	
Time	Session
09:00 – 18:00	<p>Participant's Individual Business Schedule</p> <p>Participants can organise their own schedule of business meetings with contacts made at the business exhibition Networking Reception, etc.</p>

Time	Session
09:00 – 15:30	Participant’s Individual Business Schedule
15:30 – 17:30	<p>Debriefing Session</p> <p>The Debriefing Session is an important event that allows participants to give their opinions on the Business Mission week directly to the organisers and European Union representatives. Comments are recorded and taken into consideration for making improvements to EU Gateway Business Avenues.</p>
END	

3 Financial Support from the European Union

The European Union encourages your commitment to the Korean market by co-financing the following:

Accommodation: the European Union provides co-financing of up to EUR 1,000 for six nights of accommodation at the designated Mission hotel in Seoul (Sunday night–Friday night) during the Mission week in the Republic of Korea.

Details on the Mission hotel and how to book accommodation will be available after selection.

Customised services: the EU co-finances 80% of the cost of Customised Services up to a maximum of EUR 1,000.

3.1 Costs to be covered by participating companies

Participating companies will be responsible for arranging and financing:

- **Flights** to/from Korea and travel within the Republic of Korea (except Monday Site Visit).
- Extra equipment rented for booths during the business exhibition days TV screens, etc.)
- All **insurance** related to travel accommodation and business in the Republic of Korea

4 Further Information

You can read more about the programme on the EU Gateway | Business Avenues Programme website: www.eu-gateway.eu.

To discuss any aspect of application or participation with a representative from the European coaching network, please contact the following: coaching.network@eu-gateway.eu