



CHAMBER OF COMMERCE
AND INDUSTRY OF
HAJDÚ-BIHAR COUNTY



81.50	81.50
45.25	45.50
0.04	0.00
5.15	5.15
40.75	40.75
4.02	4.02
0.02	0.02
1.27	1.27
1.91	1.91
2.90	2.90
1.81	1.81
5.15	5.15
1.64	1.64
3.06	3.06
2.32	2.32

our services



CHAMBER OF COMMERCE
AND INDUSTRY OF
HAJDÚ-BIHAR COUNTY



**Chamber of Commerce
and Industry of
Hajdú-Bihar County**

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A compass for the economy



The Chamber of Commerce and Industry of Hajdú-Bihar County (HBKIK) is a public body established by law, a voluntary economic governance body and the representative of the County's business community.

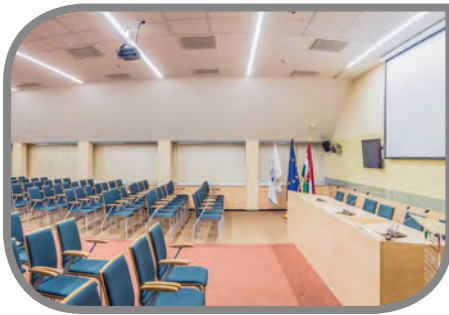
Since its inception in 1850, the Debrecen Chamber of Commerce and Industry has served entrepreneurs in the region as a compass for economy.

In addition to its responsibilities under Act CXXI of 1999 on economic chambers, the HBKIK provides a wide range of economic expert services, partly for free and partly for a fee, to its voluntary members and registered enterprises.

Our goal is to perform interest conciliation and value mediation activities and services as a contribution to the economic success of members, enterprises, the county and the region, to a safe business turnover and the enforcement of a fair market attitude, to the general and joint representation of interests of entrepreneurs engaged in business, providing them with premium services and professional advice.

We run five regional offices in the county as another way to reinforce our close relationship with local enterprises.

Hosting your events



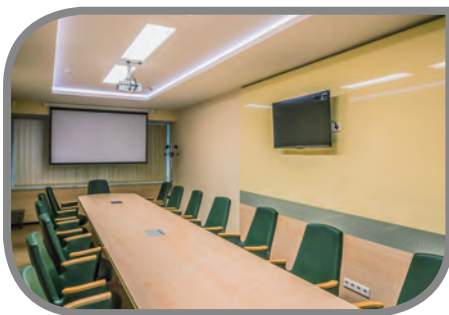
Located in downtown Debrecen, our modern A+ category office building offers for rent meeting rooms with high level technical equipment, which are comfortable and can satisfy the highest business needs, for the purpose of professional presentations and business meetings, whether a multiple-day event or a meeting of a few hours.

Our conference room with 120 seats is ideal for seminars, conferences, and examinations with a built-in cloakroom, a projector, booths for simultaneous interpreting to three languages, a voting system for 120 people, wi-fi and cable internet access, modern sound amplification, 2 LED televisions, and a flipchart for a successful event.

Our room with 72 seats, suitable for division to two rooms with 36 seats each, is just the right place for entrepreneurs' forums and business meetings. This also features a built-in cloakroom, a projector, wi-fi and cable internet access, 2 LCD televisions and modern sound amplification.



Our meeting room with 20 seats is ideal for business meetings and receiving foreign delegations with both an elegant environment and the right technical equipment for meetings (projector, wi-fi and cable internet access, LCD television).



Our basic services



The Chamber of Commerce and Industry of Hajdú-Bihar County offers its basic services for free and for a fee.

We provide free basic services as a part of our public duties to all enterprises that pay the statutory chamber contribution.

Free basic services:

- Giving economic, financial, tax, and borrowing advice involving the competent authorities
- Seeking business partners in the online databases Export Directory, EEN and Üzlet@Hálón.
- Tender monitoring in an online database of tender and chamber event monitoring.
- Running a Conciliation Board for resolving consumer disputes out of court.
- Running an Ethical Board for examining ethical matters related to enterprises.

Basic services for a fee:

- Certificate of Performance Expert Board (TSZSZ): authorised by XXXIV of 2013 to act in disputes over the performance of architectural, technical, planning, building and construction agreements.
- Document authentication: authenticating ATA carnets, certificates of origin, consular invoices, and commercial invoices, issuing force majeure certificates. Filling in documents (ATA certificates of origin, etc.).

Did you know? We offer great document authentication discounts for voluntary members. Get a single certificate of origin to save 50% of your annual membership fee!

The benefits of voluntary membership



Voluntary membership offers countless benefits.

Voluntary members may vote to elect chamber delegates, exercise their consultation, voting and proposal making rights at the sessions of their respective chamber divisions, and may hold office in the chamber.

Also, they can use a number of the Chamber's special services for free or with considerable discounts.

Did you know that...

- you may deduct your chamber contribution from your membership fee?
- you may get considerable discounts on the fees of document authentication (certificates of origin, ATA carnets) and the amount of bail?
- we administer all Széchenyi Card matters of our members for free?
- organise and run professional boards for free?
- we actively help you get access to foreign markets?
- we offer you discount fees for our domestic and international business meetings?
- you can attend domestic and international fairs and expos at ad-hoc rates reduced by chamber support?
- we regularly monitor and forward domestic and international offers for free as requested?
- we organise professional presentations and conferences for free?

Rights and obligations



Act CXXI of 1999 on economic chambers lays down a set of rights and obligations for both enterprises and economic chambers.*

Enterprises (both individual and corporate enterprises) must:

- apply for chamber registration.
- pay an annual contribution to the public duties of chambers for the benefit of the regional chamber keeping the register (until 31 March in the given year).

Did you know?

Voluntary members may deduct their contributions from their membership fees.

Chambers must:

- issue a certificate as proof of contribution payment.
- provide enterprises with their statutory services for free (giving economic, financial, tax, and borrowing advice; seeking business partners and tender monitoring).

**The Act does not apply to agriculture. Likewise, private veterinarians, lawyers, individual patent administrators, notaries public and individual court bailiffs need not apply for registration.*

Register of Building Contractors



Building contractors must also report their business to the Hungarian Chamber of Commerce and Industry.

Every enterprise and sole entrepreneur seeking to become a building contractor must report such intention to the Hungarian Chamber of Commerce and Industry (MKIK), which keeps the Register of Contractors.

Every enterprise must apply to the MKIK for an entry in the Register of Contractors no later than 5 business days after starting to operate as a building contractor.

Applications may be submitted electronically, by post or in person. In the latter case, the datasheet may be filed with any client service of all County Chambers of Commerce and Industry. An application may only be assessed after the administrative service fee has been credited to the MKIK's separate account.

The MKIK Building Registration Bureau sends a written notification of acceptance and registration together with the entry number.

The data supplied by each applicant and entered into the register may be checked for accuracy by the building authority, the MKIK, and the regional chambers of commerce and industry. The Act on the general conditions of starting and carrying on service activities requires the Hungarian Chamber of Commerce and Industry to check the entrepreneur's eligibility for building activities.

The Register of Building Contractors includes a list of service providers disqualified as building contractors by the building authority or by the MKIK's final strike-off decision.

Divisions and professional boards



The Chamber of Commerce and Industry of Hajdú-Bihar County is comprised of a number of divisions, professional boards, and professional clubs.

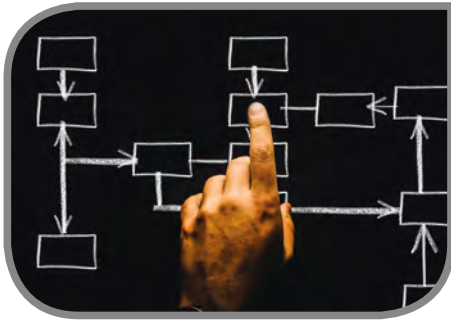
The **divisions** of economic service providers, industry, commerce, handicraft, and large entrepreneurs contribute to the preparations for chamber elections, nominate delegates, and host their respective elections. Every enterprise that is a member of the Chamber belongs to a division and is a candidate for election as a chamber delegate.

The **professional boards** are established by chamber members that play a key role in the given economic area to promote their professional activities, discuss current matters in their respective areas, set up a common platform, and to enforce their interests efficiently. They are responsible for commenting on laws, both drafts and in force, that directly affect the professional boards, preparing proposals for amendment, and liaising with other professional bodies in the given area. Chamber members within the same profession are free to join any of the professional boards. Our chamber contributes to the business community's development through its professional boards for the building industry, the mechanical industry, job safety, tourism and catering, handicraft, and interior decoration.

Did you know? This service is free for voluntary members.

Each **professional club** is a kind of expert community, voluntarily established by chamber members to discuss the general and current matters of the given profession, to exchange experiences, and to assess, comment on and interpret any law that affects the profession. The clubs invite speakers and involve experts to help members extend their professional knowledge and social network. Currently, the Chamber has a club for business managers, HR professionals, and business professionals.

Economic development & innovation



Boosting the region's dynamic economy and considerably increasing its capital attraction capacity and the productivity and efficiency of SMEs are areas where supporting innovation and technological developments are basic requirements. The Chamber of Commerce and Industry of Hajdú-Bihar County considers the improvement of conditions for the competitiveness and prosperity of enterprises as a key responsibility.

Law monitoring and information:

- providing information on changes in the laws that affect enterprises as necessary.
- forwarding legal amendments received from the MKIK to enterprises.

General professional consultation on the protection of industrial and intellectual property:

- providing help, general advice, descriptions, publications, and report forms.
- providing information on all forms and conditions of property protection.
- providing information on patent administrators.

Tender monitoring:

- monitoring published calls for economic development and sending them out to the enterprises in the County.
- selection of current calls fitting to the development ideas and plans of enterprises as requested.

Did you know? This service is free for voluntary chamber members.

Business Climate survey: sending out the MKIK Economic and Enterprise Research Institute's situation assessment questionnaire, collecting the answers, and sending out the research findings to the participating enterprises.

Enterprise Europe Network



Enterprise Europe Network is the European Union's only enterprise development network, primarily designed to help SMEs expand their international relationships and find out about opportunities in the common market.

It is comprised of nearly 600 European business development organisations in more than 60 countries.

Business development consultancy:

- tailor-made corporate consultancy in person, by email or telephone through the advisers of Enterprise Europe Network.
- Obtaining general economic, cultural, and market information that supports foreign market activities, contacting and offering institutions that are competent in professional matters.
- Helping to prepare a unique action plan that promotes access to foreign markets or reinforces presence in foreign markets, using the needs and plans assessed.
- Providing export market information.
- Organising international events, including trade shows, conferences, courses, business meetings, and professional study trips.
- International tender monitoring.
- Export boosting programs and tenders.
- Clusters and consortium collaborations.

Mediating foreign and domestic business offers to entrepreneurs:

- publishing and forwarding authentic current business offers and opportunities.
- granting access to business offers available in the Chamber.

Mediating the business offers of county entrepreneurs abroad:

- forwarding the business offers of our entrepreneurs to representative offices and chambers.
- organising professional presentations and conferences on topics affecting business professionals.

Organising business meetings in and outside Hungary:

- organising business meetings for domestic and international enterprises, company presentations and business meetings in Hungary.
- organising business meetings abroad for companies and enterprises in the County, in association with fairs, trade shows, and factory visits.

Participation at domestic and international fairs and expos:

- promoting the participation of exhibitors at international fairs and expos (organised by local and national chambers and associated organisations).

Seeking business partners:

- forwarding international business offers in the partner search database of Enterprise Europe Network to entrepreneurs in the County.
- Monitoring queries submitted and promoting cooperation.
- Export market information.
- International events: expos, conferences, courses, business professional meetings, and professional study trips.

Uploading company profiles to the Enterprise Europe Network database: uploading the enterprise's unique English presentation material (business or technological profile) to the Enterprise Europe Network database.

Innovation consultancy: using the IMP³rove analytical software to survey the enterprise's innovation potential, identify development areas, and providing analysis findings.

Scale-up consultancy: Enterprise Europe Network is running the ScaleMeUpHungary project ("Support young innovative companies scaling-up their activities in the Single Market") to support SMEs with a rapid growth and innovation potential to promote their international competitiveness and networking.

KAM service: As an SME-tool beneficiary, the enterprise is eligible for help by a regional contact person and for using a special innovation service. The contact person becomes familiar with the project goals to help the enterprise make an optimal use of the grant obtained and to select and use the services available within the program. Upon the invitation of the European Commission, the innovation adviser's role is held in Hungary by the Enterprise Europe Network staff.

Newsletter: Sending out a newsletter to members of the Enterprise Europe Network members about current news, tender opportunities, business professional meetings, professional trips, and courses.

ATA Carnet



The ATA carnet is designed to help enterprises enter and trade in foreign markets. Successfully used for over 50 years, the ATA carnet (Admission Temporaire/Temporary Admission) is an international customs document that considerably simplifies the temporary admission of goods to third countries.

Use an ATA carnet to save money, time, and effort!

- The ATA carnet authorises you to import your product to one or more foreign countries accepting the carnet several times before the date of expiry without paying the foreign customs authority the customs bond that is usually required in ordinary temporary import procedures.
- Getting an ATA carnet helps you previously calculate your costs as you need not expect any further amount other than the chamber costs (e.g. import customs, tax or other duties) in the import or transit countries that accept the carnet, provided you use it properly.
- The ATA carnet helps you cross borders smoothly as you must submit the same previously completed customs form for each customs clearance in each accepting country during your trip.
- Getting an ATA carnet takes a short time and it is easy to use.
- The ATA carnet is available for both individuals and enterprises.
- The ATA carnet lists the goods for which you may start a temporary import, export or forwarding procedure several times as necessary until the date of expiry, including for partial cargoes.

Eligible goods

The ATA carnet is valid for a wide range of goods that are temporarily exported from the European Union's customs area for use at expos, fairs, and presentations, as professional equipment*, for sports, educational, scientific, and cultural purposes, and as personal belongings, etc. and are meant for re-import in an unchanged condition.

Did you know? Voluntary members are granted a considerable discount on ATA Carnet fees!

**Professional equipment is only eligible if the relevant goods are listed in a customs convention.*

Certificates of origin



Among its basic services, the Chamber issues the required certificates of origin in export matters for products outside the scope of the Common Agricultural Policy* and authenticates commercial invoices.

General certificates of origin:

- may be used in third country customs clearances (“most favoured nation principle”),
- for non-tariff measures (anti-dumping measures, protective measures, quantitative restrictions, foreign trade statistics),
- for different tenders, export credit financing, and export credit lending.

Certificates of origin must be used if required by the country of destination.

Documents necessary for authenticating certificates of origin:

- export invoice
- application and statement of issue of certificate of origin
- specimen signature and power of attorney
- any document supporting origin (manufacturer’s statement, supplier’s statement, another authentic certificate of origin, any other document proving origin, etc.), without which no certificate of origin may be issued.

Authentication of commercial invoices

Our Chamber authenticates commercial invoices required by foreign partners and other commercial documents that accompany goods (including bills of lading, veterinary certificates, certificates of quality, etc.) for export matters.

Did you know? We charge voluntary members a considerably reduced fee for issuing certificates of origin and authenticating commercial invoices.

* For products under the Common Agricultural Policy (CAP) certificates of origin are issued by chambers of agriculture.

Széchenyi Card administration



The Széchenyi Card Program offers up to six credit facilities, even in combination, with the lowest ever interest rate to micro, small, and medium-sized enterprises that have existed for at least one year.*

- **Széchenyi Card Current Account Credit:** to solve liquidity problems.
- **Agricultural Széchenyi Card:** for agricultural sole entrepreneurs, agricultural farmers, family farmers (family farm managers), forest management associations, business companies, individual companies, and cooperatives.
- **Széchenyi Current Assets Credit:** a long-term credit (up to 36 months) primarily to finance the purchase of stocks and raw materials.
- **Széchenyi Investment Credit:** for building properties and purchasing new or used assets or machines.
- **Széchenyi Self Funding Top Up Credit:** to complete the required self funding for obtained EU aids.
- **Széchenyi Pre-aid Credit:** fast access to already obtained EU funds.

Within the Széchenyi Card Program, our Chamber prepares credit applications, checks some of the formal and disqualification conditions, and offers consultancy on credit facilities.

Did you know? This service is free for voluntary members.

**This information is not all-inclusive and does not constitute a formal offer. The Chamber of Commerce and Industry of Hajdú-Bihar County acts as the agent of KAVOSZ Zrt., the statutory operator of the Széchenyi Card Program. For further details please visit www.hbkik.hu.*

Conciliation Board



Hungary's general conciliation boards are independent dispute resolution forums attached to the County Chambers of Commerce and Industry, which are available for free across the country.

They have competence in the out-of-court resolution of disputes between consumers and enterprises and those related to product quality and safety, conformity with product liability rules, service quality, and the conclusion and performance of agreements between the parties. They are responsible for facilitating a settlement between the parties as an attempt to resolve their legal disputes and, if this fails, for taking a decision in the matter to help enforce consumer rights in a simple, fast, efficient and cost-effective way.

The Conciliation Board gives advice on consumer rights and obligations and on the conciliation procedure as requested by consumers and enterprises.

The procedure is available for any individual, NGO, Church, condominium, housing association, and micro, small, and medium-sized enterprise if it acted as a consumer in the given case, i.e. not using the service or buying the product primarily as part of their professional or business activities.

The Conciliation Board takes a decision on each complaint based on the attached documents and personal interviews, and conducts a written procedure in exceptional cases.

The Conciliation Board only launches a procedure if the consumer or the product buyer/service user has directly attempted to settle its complaint with the affected enterprise. If such attempt fails, the written application may be submitted to the conciliation board with competence at the consumer's residence or temporary address.

For the procedure and further information please visit **www.bekeltetes.hu** and **hbmbekeltetes.hu**.

Education & Training



The Chamber of Commerce and Industry of Hajdú-Bihar County is a major contributor to excellence in vocational training and practical education, and to career guidance, and supports future generations by engaging the best professionals in a competition.

As a competitive workforce plays a key role in the region's economic growth, we work hard to develop vocational training and increase the number of modern practical training centres.

A consultancy system based on training agreements:

- checking, countersigning, and registering training and cooperation agreements.
- liaison with practical training centres and schools.
- needs assessment for training agreements.

Information and consultancy: on training and cooperation agreements, vocational training contributions, and other matters related to education, training, and career guidance.

Master training consultancy: information and registration.

Master training and testing: administration and management.

Placement tests: administered to find out if the student is suitable for participating in corporate practical training under supervision.



Practical training centres: preliminary and interim checks at enterprises joining and participating in practical training to find out if they meet the personal and physical conditions for training.

Career guidance: consultancy and self-awareness tests for individuals and small groups.

Factory visits: for pupils, providing information on vocational training at PT meetings and form teacher's sessions, organising summer camps and other career guidance events.

Delegation of members to professional examination boards: delegating and appointing chairpersons and members in all 124 professions covered by the Chamber, inviting bids for membership in professional examination boards, consultancy, and continuing education.

County Development and Training Committee: enforcing the interests of enterprises across the County, assessing and considering job market needs, and forwarding proposals.

National professional competitions: organising written semi-finals across the County.

Professional Star Festival: organising visits, carrying students by bus and catering for them.

Register of Experts: creating and updating a register of professional examination board members, placement test chairpersons, practical training centre supervisors, and master examination board members and chairpersons.

Continuing education for experts: organising courses, professional continuing education training, and pedagogical preparation for registered experts and other interested parties.

Documents and certificates: authenticating HBKIK documents, replacing lost documents; issuing certificates and sponsorship statements (e.g. for calls for bids).

Vocational training events: event management.

Let the numbers talk!

BUSINESSES, SERVICES

34 299 registered businesses; **4 510** businesses entered in the register of contractors of the construction industry; **56 926 billion HUF** lent to **7 870** businesses within the framework of the Széchenyi Card Program; issuance of **1 139** ATA Carnet cards for the temporary export of goods to **77** countries; authentication of **9 697** certificates of origin; issuance of **4 088** certificates; **12 528** inquiries made on the telephone, **6 000** via e-mails and **12 000** personally through our customer service channels.

VOCATIONAL TRAINING

39 044 student contracts; **6 976** cooperation agreements; **5 779** visits to training sites; **7 479** controls of training sites; **846** visits to schools; **4 041** consultations; **15 544** students having passed level examinations; **212 436** vocational examinees; **818** specialists having passed master examinations; **2 595** students participated in trade competitions.

ARBITRATION BOARD

1848 cases: **987** complaints related to products and **861** complaints related to services; **324** arbitration procedures ended up with arrangement.

ENTERPRISE EUROPE NETWORK

315 events with **9100** participants, **800** international negotiations, **87** successful negotiations and conclusions of deals, **2500** consultations for business development

WE ARE PRESENT

43 full-time highly qualified chamber colleagues; **1 813 m²** headquarters in Debrecen; conference and meeting rooms to let with a total floor space of **219 m²**, incubator houses with a total floor space of **926 m²**; **5** regional offices, **6** regional organisations.

ECONOMIC DEVELOPMENT, INNOVATION

PLATO Program: **120** small entrepreneurs, **9** large "Godfather" companies, **7** Plato groups; **Imp³rove innovation consultancy** for **22** businesses; **16** international projects.

OUR RESULTS IN THE SERVICE OF BUSINESSES

What people told about us...

Hereby we would like to thank you for your on-site help in preparing and conducting our event. The place was ideal for the attending audience of 110 people; the furniture and the building is very modern; it has a good atmosphere and is well-equipped.

Levente Szalai, Managing Director
ÉMSZ

We have established close cooperation with the Chamber of Commerce and Industry of Hajdú-Bihar County and the University of Debrecen. This cooperation extends to the development of the local industry and also to the fields of innovation and education.

Gábor Orbán,
Chief Executive Officer
Richter Gedeon Nyrt.

The possibilities provided by Enterprise Europe Network mean a road to business success. The network gives timely and excellent answer to desires and questions conceived by businesses whose aim is to become more competitive and to step to international levels.
Dr. Sándor Sutka, President
Pannon Guard Zrt.

Plato was a great help for me when my business touched the bottom. I can only recommend the participation to others, as well.

István Juhász, Manager
Juhász és Kurucz Bt.



I can speak of significant results in connection with the suppliers' road show organised jointly with the Chamber. We could reach more than 130 contractors and could consult more than fifty businesses at the white table about the ideas.

Pascal Männche
Managing Director
Krones Hungary Kft.

Plato helps a lot in supplementing the deficiencies in organisation and knowledge. Trainers having gained experiences in the environment of large companies could help a lot in this field.

Tibor T. Tóth,
Commercial Manager
Hungaroferro Kft.

At B2B meeting organised in connection with a conference in Milan, Enterprise Europe Network helped us take the first steps towards the Italian market.

Ruben Bántó, Chief Operative Officer
Electromega Kft.



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