



**NOMINATION FORM**

TOP ENTREPRENEUR: EXPORT MARKETS

DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

Department of Agriculture Forestry and Fisheries, Private Bag X250Pretoria 0001

or

Harvest house, 30 Hamilton Street, Arcadia, Pretoria 0001

Tel: 012 319 6288

Fax: 012 3196190

Email: [CeciliaMa@daff.gov.za](mailto:CeciliaMa@daff.gov.za), [KholofeloT@daff.gov.za](mailto:KholofeloT@daff.gov.za)

**SECTION 1**

**Personal Information:**

Name of the enterprise(e.g. Luthando LTD)

Name of nominator - Extension Official:

Name of owner: (e.g. Ms Noluthando Maseko)

Job title of the nominee:

Physical address:

ID: Attach copy:

Postal address:

Banking details:

Contact numbers and e-mail for the owner:

Contact number and e-mail for a nominee:

## SECTION 2

### Enterprise Information:

2.1 Type of Enterprise:	
2.2 Specialized Commodity:	
2.3 Background of the enterprise :	
<b>2.4. Legal requirements and corporate governance standards</b>	<b>Please tick</b>
2.4.1 Entity registration certificate	
2.4.2 Information on occupational health and safety matters(e.g. protective clothing)	
2.4.3 Unemployment Insurance Fund(UIF) records	
2.4.4 Employment contracts, salary advises and leave records	
2.4.5 Tax Clearance certificate	
2.4.6 Industry Compliance/Requirements/norms and standards (e.g. Phytosanitary and Health Requirements, HAACP, Local and global gap, SABS)	
2.4.7 BBBEE Level 2 Certificate	
<b>Farming practices</b>	
2.5. Farming Methods:	
2.5.1 Indigenous Knowledge Systems (IKS)	
2.5.2 Use of new technology (Innovation)	

2.5.3 Responsible use of production inputs (pesticides, fertilizers, vaccines, etc.)

2.6 Natural Resources Management:

2.6.1 Caring for natural resources, adaptation and mitigation to climate change

### SECTION 3

Financial management:

Describe your recording keeping system citing the types of financial journals you keep (cash flow, enterprise budget, balance sheet etc.

### SECTION 4

Production:

Demonstrate Value chain standards: (e.g. HAACP, Phytosanitary and health requirements):

Demonstrate Labeling of ingredients:

Demonstrate Handling and packaging:

Quality of product and quantity of produce:

Produce	Quality	Quantity

### SECTION 5

Marketing plan:

Mention the existing markets( indicate formal and informal local market):

Monetary value of the sales:

Produce	Quantity	Price	Total Amount

### SECTION 6

Job creation:

Number of permanent and seasonal jobs created:

Seasonal job creation	Permanent jobs
Persons with disability: Youth: Women:	Persons with disability: Youth: Women:
Sustainability of jobs created:	

### SECTION 7

#### Investment in human capital development:

Skills transfer (Mentoring, coaching and capacity-building programmes):  Programmes focusing on staff well-being:
Contribution to community development:

Name of Nominee: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of the Nominator: \_\_\_\_\_

Name of Organisation: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_