



agriculture, forestry & fisheries

Department:
Agriculture, forestry & fisheries
REPUBLIC OF SOUTH AFRICA

Annexure C5

NOMINATION FORM

TOP ENTREPRENEUR: COMMERCIAL DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

Department of Agriculture, Private Bag X1, Elsenburg, 7607

or

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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):

Banking details:

Contact numbers and e-mail of the owner:

Contact number and e-mail of a nominee:

SECTION 2

Enterprise information:

2.1 Type of Enterprise:

2.2 Specialized Commodity:

2.3 Background of the enterprise:

2.4 Legal requirements and corporate governance standards (Attach Evidence)	Please tick
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 BBBEE level 2 Certificate	
2.4.7 Industrial Compliance/Requirements/norms and standards (e.g. Phytosanitary and Health Requirements, HAACP, Local and global gap, SABS)	
Farming practices	
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:		
Handling and packaging:		
Quality of product and quantity of produce:		
Produce	Quality	Quantity

SECTION 5

Marketing plan:

Mention the existing markets (indicate formal or informal Local/ national/ international):			
Monetary value of the sales:			
Produce	Quantity	Price	Total amount

SECTION 6

Job creation:

Number of permanent and seasonal jobs created:	
Seasonal Jobs created	Permanent Jobs
Persons with disability:	Persons with disability:
Youth:	Youth:
Women :	Women :
Sustainability of jobs created:	

SECTION 7

Investment in human capital development:

Skills transfer (Mentoring, coaching and capacity-building programmes):
Programmes focusing on staff wellbeing:

Contribution to community development:

Name of Nominee: -----

Signature: ----- Date: -----

Name of the Nominator: -----

Name of Organization: -----

Signature: ----- Date: -----