|  |  |
| --- | --- |
| TECHNOLOGY NEEDS ASSESSMENT (TNA) REPORT | |
| **COMPANY:** |  |
| **ADDRESS:** |  |
| **SCOPE OF ASSESSMENT\*** | |
| The TNA covered the following areas:   1. Strategic Direction 2. Vision and Mission 3. Plans and Objectives 4. Strategic Alliances and Current Agreement 5. Management Aspect 6. Organizational Structure 7. Human Resources 8. Occupational Health and Safety 9. Production & Technical Aspect 10. Production System 11. Production Planning and Control 12. Production Layout 13. Equipment Management and Maintenance 14. Quality Assurance System 15. Product & Process Performance and Improvement 16. Waste Management Aspect 17. Environmental Management System 18. Others | |

**\* Scope of TNA is based on Technology Assessment Plan (TAP)**

\*\*Particulars in light print are suggested topics to be presented in the report

**SUMMARY OF ASSESSMENT**

**BACKGROUND**:

## METHODOLOGY

##### SUMMARY OF FINDINGS

**RECOMMENDATIONS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Process/ Existing Practice/Problem** | **Proposed S&T Intervention** | **Proposed S&T intervention related equipment / skills upgrading** | **Impact Expected** |
|  |  |  |  |

TNA Team:

Team Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Conforme:

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Signature over Printed Name

of Enterprise Owner/Representative