



# SMALL ENTERPRISE TECHNOLOGY UPGRADING PROGRAM (SETUP)

## Project Information Sheet (PIS) for On- Going Projects

For the Period :

<b>Project Title:</b>		<b>Project Code :</b>				
		<b>DEFINITIONS</b>				
<b>Name of Firm:</b>						
<b>Owner/Contact Person:</b>						
Name :                      Sex:                      Age:						
<b>Type of Organization/Enterprise:</b>						
<b>Business Address:</b>						
<b>Contact Details: Landline:</b>		<b>Fax:</b>				
<b>Mobile phone no:</b>	<b>email address:</b>					
<b>Total Assets</b>						
Land						
Building						
Equipment						
Working Capital						
<b>Total Employment Generated</b>		Please indicate total employment for the period covered; please be guided by the definition of employment i.e 1 man-month (20 working days) = 1 employment; sum of direct & indirect employment				
<b>Direct Employment:</b>						
* Company Hire	Male			Female	Total	
Regular						
Part - time						
*Sub-contractor Hire						
Regular						
Part - time						
<b>Indirect Employment:</b>				Male	Female	Total
*Backward						
*Forward						
<b>Total Volume of Production:</b>		(pls. attach details and specify unit per product line)				
		Total Volume of the products produced within the period				
*Local						
*Export						
<b>Total Gross Sales (P):</b>						
*Local (P):						
*Export (P):						
<b>Country/ies of Destination</b>						
<b>Assistance obtained from DOST (please check)</b>						
A.1 Production Technology						
A.1.1 Process						
A.1.2 Equipment						
A.1.3 Quality Control/Laboratory Testing/ Analysis						
A.2 Packaging/Labeling						
A.3 Post-Harvest						
A.4 Marketing Assistance						
A.5 Human Resource Training(please specify)						
A.6 Consultancy Services(Please specify)						
A.7 Other services:(FDA Permit, LGU Registration, Bar Coding)						

Data Gathered by:

Conforme:

Date

Date