



SMALL ENTERPRISE TECHNOLOGY UPGRADING PROGRAM (SETUP)
Pre Project Information Sheet (Pre-PIS) for On-Going Projects

FM-FOS-SET-F07
Rev. 3 / 07-01-23

For the Period : _____

Project Title:

Name of Firm:

Owner/Contact Person:

Sex:

Age:

Type of Organization/Enterprise:

Business Address:

Contact Details: Landline:

Mobile phone no:

email address:

Year Firm Established:

Date SETUP Assistance Approved:

Total Employment Generated			
Direct Employment:			
	Male	Female	Total
* Company Hire			
Regular			
Part - time			
*Sub-contractor Hire			
Regular			
Part - time			
Indirect Employment:			
*Backward			
*Forward			

Other Expenses: Bought-in Materials	
Communication	
Freight in	
Freight out	
Fuel/Gas	
Insurance Expense	
Interest Expense	
Light & Power	
Marketing Expenses	
Materials (Purchases)	
Miscellaneous Expense	
Office Supplies and Materials	
Rent Expense	
Repair & Maintenance	
Representation Expense	
Retainer's Fee	
Travelling Expense	
Water Expense	

Labor Cost	
Direct Labor	
Employee Benefirs (SSS, PhilHealth, Etc)	
Fringe Benefits (allowances, bonus)	
Indirect Labor	
Salaries & Wages - Administrative	
Total Assets	
Land	
Building	
Equipment	
Working Capital	
Total Volume of Production:	
*Local	
*Export	
Total Gross Sales (P):	
*Local (P):	
*Export (P):	
Country/ies of Destination	
Net Profit	
Assistance obtained from DOST (please check)	
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