

SIMPLIFIED ECONOMIC SURVEY FOR PRIMARY COOPERATIVES

I. GENERAL INFORMATION

- a. Proposed Name: \_\_\_\_\_
- b. Type of Cooperative: \_\_\_\_\_
- c. Field of Membership: \_\_\_\_\_  
*(If Associational/ Occupational, specify/indicate the association/ occupation)*
- d. Address of Cooperative: \_\_\_\_\_
- e. Number of Original Members: \_\_\_\_\_
- f. Projected Increase in Membership for the:
- 1st Year :

2nd Year:

3rd Year :
- g. Capitalization:
- Authorized Capital:

Subscribed Capital:

Common:

Preferred:

Paid-Up Capital

Common:

Preferred:
- \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

II. PURPOSE OF THE COOPERATIVE

- a. Purpose/Specific business/service to be undertaken.
- \_\_\_\_\_

\_\_\_\_\_
- b. Proposed Business Activities  
*(state goods/products/services to be offered by the proposed cooperative)*
- \_\_\_\_\_

\_\_\_\_\_

III. ECONOMIC AND TECHNICAL ASPECTS OF BUSINESS OPERATIONS

- a. Are there any other entities (such as cooperative) within your proposed area that offer the same goods/services offered by your proposed cooperative?  
*If so, state how many and what is the total volume of business they generate.*
- \_\_\_\_\_
- b. How many employees and where will the cooperative get the personnel required to administer the business operations of the cooperative?
- \_\_\_\_\_
- c. What machineries/equipment will be required for the business operations of the cooperative?
- \_\_\_\_\_
- d. Do the officers/employees/members need any special training for the business operations of the cooperative? If so, what?
- \_\_\_\_\_
- e. Given the present situation in your proposed area, explain how your proposed cooperative succeeds in its business operations.
- \_\_\_\_\_

\_\_\_\_\_

IV. FINANCIAL ASPECTS
<p>a. Where and how will the cooperative obtain its operating capital? <i>State whether contribution/loans/donations/grants.</i></p> <p>_____</p> <p>b. How much may the cooperative earn during its first year of business operations?</p> <p>_____</p> <p>In its second year? _____</p> <p>In its third year? _____</p> <p>c. How much will the cooperative require for its operating expenses in the first year?</p> <p>_____</p> <p>In its second year? _____</p> <p>In its third year? _____</p> <p>d. Does the cooperative intend to make capital investment? <i>If so, state what capital investments and when such will be realized.</i></p> <p>_____</p>
V. MANAGEMENT STRUCTURE
<p>a. Who will be designated to manage the day-to-day operations of the cooperative?</p> <p>_____</p> <p>b. Will the members be required to deposit their goods/services with the cooperative?</p> <p>_____</p> <p>c. How many persons will comprise the Board of Directors of the cooperative?</p> <p>_____</p> <p>d. What will be the role of the Board of Directors?</p> <p>_____</p> <p>e. Will the cooperative have an AUDIT Committee?</p> <p>f. Will the cooperative have a ELECTION Committee?</p> <p>g Will the cooperative have a MEDIATION-CONCILIATION Committee?</p> <p>h Will the cooperative have a ETHICSCommittee?</p> <p>i Will the cooperative have a CREDIT Committee?</p> <p>j Will the cooperative hire an Accountant/Bookkeeper?</p> <p>k What will the proposed compensation of the following be:</p> <p>1 Manager_____</p> <p>2 Accountant _____</p> <p>3 Clerk _____</p> <p>Others _____</p>

**Submitted by:** \_\_\_\_\_

**Position** : \_\_\_\_\_