

## REGISTRATION OF SEED INDUSTRY ACTORS/OPERATORS

### SEED SELLERS/VENDORS

#### 1. General Information

Name of Entity:	
District & Region	
Address (village/town, chiefdom)	
Location of shop	
Contact person	
Position of contact person	
Tel & email of Contact person	
Name of Enumerator	
Date of Interview	

#### 2. Please tick any of the category of SEED SELLER/VENDOR you are operating:

- i. Seed Company
- ii. Seed Cooperative
- iii. Agro-Business Center (ABC)
- iv. Individual Seed Vendor

#### 3. Please tick the category of seed vendors/sellers that you belong to:

- a. General – operating throughout Sierra Leone
- b. Limited – Operate in a specific location in the country
- c. Restricted – Operate either by wholesale, or retail and limited to a specific type of seed
- d. Unrestricted – Operate wholesale and retail, handling all types of prescribed seeds.

#### 4. Provide details of the crop(s) seed your entity sells

Crop	Variety	Seed source	Seed class (Foundation/Cert)	Capacity (Seed volume)	Main customers

#### 5. Please tick the mode of registration of your SEED ENTITY [produce evidence of relevant documents.]

- a) Is your entity registered with:
  - i. Cooperate Affairs Commission
  - ii. Registrar General
  - iii. Local Council
  - iv. Ministry of Agriculture
  - v. Ministry of Social Welfare
- a. Not registered -----[you cannot be registered with this profile – please seek advice from SLeSCA]

#### 6. Do you have NRA registration and clearance?

- a. Yes
- b. No

#### 7. Does your entity have NASSIT recognition?

- a. Yes
- b. No -----[you cannot be registered with this profile – please seek advice from SLeSCA]

8. **Is your entity registered with SLeSCA?**
  - a. Yes
  - b. No
9. **Is your entity running a MACHINE RING?**
  - c. Yes -----[you cannot be registered with this profile – please seek advice from SLeSCA]
  - a. no
10. **Has your entity been previously certified by SLeSCA, by way of:**
  - a. Certificate of recognition
  - b. License
  - c. Endorsement letter
11. **What is the Entity's financial profile and turnover per year?**
  - a. Below Le 50,000,000.00
  - b. Le 50,000,000.00 – Le 100,000,000.00
  - c. Le 100,000,000.00 – 1 billion
12. **Please indicate your source of funding for your programs:**
  - a. Private
  - d. Government sponsored -----[you cannot be registered with this profile – please seek advice from SLeSCA]
  - b. A & B above
13. **What is the Staff capacity of your entity?**
  - a. 1 – 10
  - b. Above 10
14. **Do you have qualified technical personnel in seed marketing?**
  - a. Yes
  - b. No
15. **Do they have adequate understanding and knowledge of seed packaging**
  - a. Yes
  - b. No
16. **Do you or any staff member have relevant experience in seeds or similar Agro-business ventures?**
  - a. Yes
  - b. No
17. **Do you have adequate distribution channels that cover key agricultural regions of your district?**
  - a. Yes
  - b. No
  - c. Specify
18. **Do you have shop/vendor outlets in one location, or different locations?**
  - a. Yes
  - b. No
19. **If “Yes”, specify locations**
  - a. ....
  - b. ....
20. **Are you in partnership or branch establishment with other seed vendors in other locations?**
  - a. Yes
  - b. No
21. **If “Yes” specify by giving names of the entities:**
  - a. ....
  - b. ....
22. **Is (are) your selling outlet(s) or premise(s) and that of your partners accessible to seed inspectors?**
  - a. Yes
  - b. No
23. **Have you ever been visited by seed inspectors?**
  - a. Yes
  - b. No
24. **How often per year has the inspectors visited your selling outlet(s) or premise(s)?**
  - a. 1 time

- b. 2 times
  - c. More than 2 times
- 25. Have you ever contacted the seed testing unit for sampling and testing of your seed consignments or lots before marketing?**
  - a. Yes
  - b. No.
- 26. Which storage containers are being used?**
  - a. Metal silos
  - b. Jute bags
  - c. Clay pots
  - d. PICs bags
  - e. Any Other.....
- 27. Do you have adequate store/warehouse facilities for seed?**
  - a. Yes
  - e. No -----[you cannot be registered with this profile – please seek advice from SLeSCA]
- 28. If yes, Is the store:**
  - a. With paved floor and crack free
    - i. Yes
    - ii. No
  - iii. With enough pallets?
- 29. Describe the nature of the store/warehouse?**
  - a. well illuminated,
  - b. ventilated,
  - c. no leaking roofs,
  - d. painted in white color,
  - e. clean,
  - f. rodent free.
  - g. accessible for sampling and inspection
- 30. Is the warehouse manager knowledgeable in warehouse management?**
  - a. Yes
  - b. No
- 31. Do you have an internal quality control system in your company?**
  - a. Yes
  - b. No
- 32. Is your entity involved in any other seed-related activity?**
  - a. Seed grower
  - b. Seed importer
  - c. Processor
  - d. specify.....