

## **Ethiopian Competitiveness Facility (ECF)**

### **Eligibility checklist (questionnaire) to be filled by the Applicant for ECF Facility Funding**

The Ethiopian Competitiveness Facility (ECF) is a project operated by the Government of Ethiopia (GoE)'s Ministry of Industry (MoI) and financed by the Department for International Development (DFID)'s Private Enterprise Programme Ethiopia (PEPE). The Facility is aimed at improving the competitiveness of the private sector particularly to develop the export or domestic sales capability of Ethiopian firms through increasing their competitiveness, strengthening of market support institutions and market information systems.

The questionnaire attached here with, should be filled with utmost care and accuracy. The completed questionnaire should be returned to;

**Ethiopian Competitiveness Facility (ECF)**

P.Box 1674 Code 1110, Addis Ababa, Ethiopia, [Tel:\(011\)5571098](tel:0115571098), Fax (011)55781093, Zequala Complex, Building-B, around Bambis.

Thank you very much for your cooperation in advance.

<b>1. Company/ Organization</b>			
Registered name			
Type of organisation			
Sector / Sub-sector			
Main products			
Postal Address			
Physical Address			
Phone		Fax	
E-mail		Website	
Company structure			

<b>2. Contact details (person(s) to be contacted:</b>		
	1.	2.
Full Name		
Position		
Phone		
Cellular		

<b>3. Other basic company information</b>		
Year of establishment		
Land Acquisition (How is the land acquired for the factory?)		
Number of employees	Male:	Female:
Total investment value (in local currency):		
Market	Domestic: %	Export: %

**4. Please describe briefly the history and evolution of the company/organisation – what is the background (family business or new) etc.**

**5. Please describe briefly what the vision, mission and goal/objectives of the company/organisation is (what is the dream, where does it want to go to and business activity/goal).**

**6. Please specify the type of products and your product mix.**

**7. What is your capacity utilization(attainable and attained per day/per year)**

Attainable----- Attained-----

**8. Could you please give us your company export track record? Please also mention about the country and companies to which you are exporting and since when you have started to export your products? (for existing exporters)**

(1) Country	(2) Company	(3) Since when	(4)Product

**9. Could you give us your company presence in the domestic market? For how long you have been operating in the domestic market? Who are major customers? How do you sale your products in the domestic market?**

**10. Do you have female empowerment plan (i.e. promoting of women in to supervisory and management positions in the organization), as well as the addition of female-friendly services (e.g. child care facilities)?**  
 No(please tick)\_\_\_\_\_

Yes(please fill the plan in number)  
 Supervisory level \_\_\_\_\_  
 Managerial level \_\_\_\_\_

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**11. Do you have any process, by-product or waste that affects the environment? If so what measures are already been taken or planned to be taken?**  
 No(please tick)\_\_\_\_\_

Yes(please briefly explain)

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**12. What types of energy sources are you currently using to produce your products (solar, hydro, wind, organic, other (specify)?**

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**13 Do your company has Occupational health & Safety procedures? \_\_\_\_\_**  
 Are there any hazards that affect your workers? Yes  No

If yes what measures are taking place: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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**14. Do you have employment policy towards child and forced labor or discriminating in hiring?**  
 \_\_\_\_\_  
 \_\_\_\_\_

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**15. Do you have investment plan on green growth (e.g. using solar, hydro, wind, organic or climate-smart etc), the take up of energy and resource efficiency measures)?**  
 No(please tick)\_\_\_\_\_

Yes(please briefly explain)

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**16. How is your relation with the community? And do you have any support to them? \_\_\_\_\_**  
 \_\_\_\_\_  
 \_\_\_\_\_

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**17. Is your company certified with social compliance certification? (WRAP, BSCI, Oeko Tex, EMS, etc)? \_\_\_\_\_**

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**18. The previous ECF phase 1 Matching grant support obtained (if any) in USD -----**

**15. If your firm has been supported by ECF matching grant, what were the major benefits/outcomes from the support?**

**16. Please list down major areas of support that require ECF funding**

**17. Are you already receiving grant from other donors towards a particular activity or in the process of requesting?**

No (please tick) \_\_\_\_\_

Yes (please mention the type of activity and amount in USD)

**18. Please give some highlights on the SWOT Analysis of your company/organisation:**

<Strength>

<Weakness>

<Opportunity>

<Threat>

**N.B;** please attach copies of the following documents;

- Company registration certificate
- Trade license
- Memorandum and Articles of association
- Financial statements for the last recent three years(B/S, P/L, Cash flow)
- List of current employees(Name, sex, education, job title, and year of service in the firm in hard or soft copy which ever is convenient to you)

**Declaration**

I declare that the information provided in this form is to the best of my knowledge accurate, complete and truthful.

Name----- Position-----Signature.....

Date.....

Seal