**ARE YOU A WOMAN OWNED BUSINESS?**

**Then we, the East African Women in Business Platform (EAWiBP), in collaboration with the East African Business Council (EABC) and with support of TradeMark East Africa (TMEA) are looking for you!**

Under the Greater Inclusion of Women in Trade Project, we are aiming to increase the value of trade done by women owned businesses in the EAC regional trade. As part of this, we are carrying out an exercise to profile Women Owned Business operating in the East African Community (EAC) region. The purpose of the profiling is not only to get a better understanding of the nature and size of the woman owned businesses in the region, but also to help us to target our services, advocacy and capacity building activities.

AfriTrade and Enterprise Advisory Services Ltd (ATEAS) is supporting us in this exercise. We would be grateful if you would complete the following easy questionnaire and return it to [**anderitu@ateas.org**](mailto:anderitu@ateas.org) **/** [**vnderitu@ateas.org**](mailto:vnderitu@ateas.org) **by 30th September 2020.**

|  |  |
| --- | --- |
| **Name of your Company** |  |
| **Address /** |  |
| **Physical Location** |  |
| **Country** |  |
| **Tel number** |  |
| **WhatsApp number (if different)** |  |
| **Email** |  |
| **Website** |  |
| **Social media accounts** | **Twitter, Instagram, FB** |
| **Primary Contact person** |  |
| **Secondary Contact person** |  |

**Please tell us more about your company (tick the boxes that apply to you):**

1. **WHAT IS THE SIZE OF YOUR COMPANY?**

***Please tick one, based on your average annual turnover over the last 3 years:***

|  |  |
| --- | --- |
| Less than USD 10,000 |  |
| Between USD 10,000 to USD 50,000 |  |
| Between USD 50,000 to USD 200,000 |  |
| Between USD 200,000 to USD 500,000 |  |
| Between USD 500,000 to USD 1,000,000 |  |
| Above USD 1,000,000 |  |

1. **WHAT IS THE LEGAL STATUS OF YOUR COMPANY?**

|  |  |
| --- | --- |
| My company is legally incorporated |  |
| My company is registered and operating as a Business Name only |  |

1. **WHAT IS THE CURRENT COMPLIANCE STATUS OF YOUR COMPANY?**

|  |  |
| --- | --- |
| My company has a business license and annual audited accounts, registrations for VAT and as an employer and others (where applicable) |  |
| I have a business license only |  |
| I neither have a business license nor audited accounts |  |

1. **WHAT DOES YOUR COMPANY PRODUCE, OR WHAT SERVICE DOES IT OFFER?**

|  |  |  |
| --- | --- | --- |
| Category | Sector | Specific products / Service |
| Goods | e.g. Manufacturing | Paint |
| Services | e.g. Transport | Road freight |

1. **DO YOU EXPORT YOUR PRODUCT OR SERVICE TO OTHER EAC PARTNERS STATES OR THIRD-PARTY COUNTRIES?**

|  |  |  |
| --- | --- | --- |
| Yes/No | Export Products / services (Please list all) | Export Markets |
| Yes, I export my products / Services |  |  |
| No, I don’t export my products / services | *(Indicate here the following):*   * *What has been the main hinderance to exporting?* * *If interested in exporting in the future, which products and to which markets?* | |

1. **DO YOU IMPORT ANY PRODUCTS OR SERVICES FROM ANY EAC COUNTRY?**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes/No | Import Products | From which countries | Amount and Frequency |
| Yes, I import from other EAC countries | *E. g. Mixed powder juice* | *Tanzania, Uganda* | *One tonne, monthly* |
| No, I don’t import from any EAC countries, but I import from other third parties | *As above* |  |  |
| No, I don’t import at all |  |  |  |

1. **HOW MANY PEOPLE DID YOU EMPLOY IN YOUR COMPANY AS AT 31/12/2019?**

|  |  |  |  |
| --- | --- | --- | --- |
| Category of Employees | Total Number | Females | Males |
| Permanent |  |  |  |
| Temporary / Casual |  |  |  |

1. **DO YOU USE ECOMMERCE/TECHNOLOGY TO RUN OR MARKET YOUR BUSINESS?**

|  |  |
| --- | --- |
| Yes/No | Detail |
| Yes, I do | *Please list what kind of technology you use e.g. ecommerce platforms, facebook, Instagram or others* |
| No, I don’t | *Please state what has hindered you from incorporating technology or ecommerce in your business* |

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1. **YOUR CAPACITY BUILDING NEEDS**

To achieve the increase in value of trade for women owned business, under the EAWiBP-TMEA funded Greater Inclusion of Women in Trade Project, we shall offer capacity building in the form of training (both face to face and through a webinar platform); provision of tailored information; business to business linkages, including through a virtual market place. To guide our activities, please indicate your needs and areas of interest under the following categories:

|  |  |
| --- | --- |
| Area of Capacity Building | Your Company Needs |
| Training | Indicate your top 5 training needs, with regard to increasing your company’s value of trade |
| Information Needs | Indicate the kind of information you would like to receive from EAWiBP and how frequently |
| Indicate also the kind of information you would wish to find on online platforms. |
| Business to Business Linkages | Indicate here the kind of linkages you would like EAWiBP to broker / arrange and / or organise |
| Virtual Market Place | Through TMEA’s support, EAWiBP intends to create a virtual marketplace (similar to Amazon, but of small scale), primarily targeting EAC women owned businesses. The virtual marketplace will serve as a place to find both buyers and sellers.  Confirm if you would like to be listed / included in a virtual marketplace. |
| Formalisation | If you are registered only as a business name and would like to become formalised, indicate here the type of support that EAWiBP, or its partners may offer. |
| BMO Membership | 1. Indicate if you are a member of EAWiBP and if not, if you are interested in being members 2. Are you a member of another BMO? If yes, indicate which |

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1. **POLICY/REGULATORY/ ADMINISTRATIVE CHALLENGES:**

The Greater Inclusion of Women in Trade Project will also support advocacy efforts to address the various policy, regulatory and administrative impediments and challenges that your company and sector faces. Kindly list the top 5 issues you would like EAWiBP and EABC to advocate on with regard to expanding your business in the EAC.

a)

b)

c)

d)

e)

1. **BEYOND POLICY ADVOCACY AND CAPACITY BUILDING, LIST THREE OD THE MOST CRITICAL AREAS (IF ANY) THAT YOUR COMPANY NEED TO ACTUALISE ITS EXPORT GROWTH AMBITIONS.**

a)

b)

c)