

Questionnaire for Interview Company

COMPANY'S HISTORY

ESTABLISHED YEAR

REGISTER CAPITAL, CURRENT REGISTER CAPITAL

MANAGEMENT TEAM :

1. POSITION
2. POSITION
3. POSITION
4. POSITION
5. POSITION

PRODUCT

1. PORTION% OF SALE VOLUME
2. PORTION% OF SALE VOLUME
3. PORTION% OF SALE VOLUME
4. PORTION% OF SALE VOLUME
5. PORTION% OF SALE VOLUME

PORTION OF SALE VOLUME IN DOMESTIC% EXPORT.....%

RAW MATERIAL

1. PORTION% OF TOTAL
COME FROM CREDIT TERM DAYS
2. PORTION% OF TOTAL
COME FROM CREDIT TERM DAYS
3. PORTION% OF TOTAL
COME FROM CREDIT TERM DAYS
4. PORTION% OF TOTAL
COME FROM CREDIT TERM DAYS
5. PORTION% OF TOTAL
COME FROM CREDIT TERM DAYS

PORTION OF MATERIAL (DOMESTIC : IMPORT = :))

STOCK AVERAGE :

INVENTORY RAW MATERIAL DAYS/MONTH, VALUE

INVENTORY FINISHED GOODS DAYS/MONTH, VALUE

INVENTORY POLICY (FIFO/LIFO/AVERAGE)

PRODUCTION LINES

INDUSTRY LOCATION (PLANT/LINE).....

TOTAL AREA RAIS/SQUARE METRES

CAPACITY (PRODUCT) :

	<u>FULL CAPACITY</u>	<u>ACTUAL CAPACITY</u>	<u>% UTILIZATION</u>
1.
2.
3.
4.
5.

PRODUCTION PROCESS⇒ ⇒
⇒ ⇒ ⇒ ⇒
⇒ ⇒ ⇒ ⇒
⇒ ⇒ ⇒ ⇒
⇒ ⇒ ⇒ ⇒
⇒ ⇒ ⇒ ⇒

PRODUCTION CYCLE PIECES : DAY (INPUT ⇒ PROCESS ⇒ OUTPUT)

CURRENT EMPLOYEES : (TOTAL EMPLOYEES PERSONS)

- MANAGEMENT PERSONS - TECHNICIAN PERSONS

- OFFICE STAFF PERSONS - WORKERS (PLANT)..... PERSONS

MACHINE

- 1. AMOUNT UNITS, VALUE PER UNIT
- 2. AMOUNT UNITS, VALUE PER UNIT
- 3. AMOUNT UNITS, VALUE PER UNIT
- 4. AMOUNT UNITS, VALUE PER UNIT
- 5. AMOUNT UNITS, VALUE PER UNIT
- 6. AMOUNT UNITS, VALUE PER UNIT
- 7. AMOUNT UNITS, VALUE PER UNIT
- 8. AMOUNT UNITS, VALUE PER UNIT

COST STRUCTURE (PRODUCTION COST)

- RAW MATERIAL %
- LABOR %
- FACTORY OVERHEAD %
- LOSS %
- OTHERS %

SELLING AND ADMINISTRATIVE EXPENSES % OF SALES VOLUME

MARKETING

TOTAL SALES/YEAR (DOMESTIC% EXPORT%)
MARKETING STRATEGIES
MARKET SHARE % OF TOTAL MARKET SHARE, VOLUME =
HIGH SEASON PERIOD

SALES/DISTRIBUTION CHANNEL :

- WHOLESALERS RETAILERS SALES TO A PARENT DIRECT SALES
- OTHERS

SALES TERMS :

- CASH % CREDIT % (CREDIT TERM DAYS)
- OTHERS % (LC,TR, DA/DP)

MAIN CUSTOMERS :

	<u>NAME</u>	<u>COUNTRY</u>	<u>PRODUCT TYPE</u>	<u>% OF TOTAL SALES</u>
1.
2.
3.
4.
5.

COMPETITION (KEY COMPETITORS) :

	<u>NAME</u>	<u>COUNTRY</u>	<u>PRODUCT TYPE</u>	<u>% OF TOTAL MARKET</u>
1.
2.
3.
4.
5.

PURCHASING

PURCHASE VOLUME/MONTH (DOMESTIC% IMPORT%)

PURCHASING STRATEGIES

PURCHASE TERMS :

CASH % CREDIT % (CREDIT TERM DAYS)

OTHERS % (LC,TR, DA/DP)

MAIN SUPPLIERS :

	<u>NAME</u>	<u>COUNTRY</u>	<u>PRODUCT TYPE</u>	<u>% OF TOTAL PURCHASE</u>
1.
2.
3.
4.
5.

COMPANY STRUCTURE

SUBSIDIARY COMPANY :

- 1. SHARE OF STOCK %
- 2. SHARE OF STOCK %
- 3. SHARE OF STOCK %

AFFILIATE COMPANY :

- 1. SHARE OF STOCK %
- 2. SHARE OF STOCK %
- 3. SHARE OF STOCK %

BUSINESS PLAN/INVESTMENT PROJECTION

<u>PLAN</u>	<u>DESCRIPTION</u>
1.
2.
3.

LEGAL/REGULATIONS/ENVIRONMENTAL CONSTRAINTS

- 1.
- 2.
- 3.

OTHER COMMENTS (KEY SUCCESSES, CHARACTERISTICS OF OWNER, MAIN ASSETS, CREDIT FACILITIES, ETC.)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.