



agriculture,
forestry & fisheries

Department:
Agriculture, forestry & fisheries
REPUBLIC OF SOUTH AFRICA

Annexure C1:

**BEST FEMALE WORKER
DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19**

Department of Agriculture Forestry and Fisheries, Private Bag X250Pretoria 0001

or

Harvest house, 30 Hamilton Street, Arcadia, Pretoria 0001

Tel: 012 319 6288

Fax: 012 3196190

Email: CeciliaMa@daff.gov.za, KholofeloT@daff.gov.za

SECTION 1

Personal Information:

Name of nominee:

Name of the enterprise:

Name of owner:

Job title of the nominee:

Physical address :

ID (Attach copy) :

Postal address :

Banking details :

Contact numbers and e-mail address for the owner :
Contact number and e-mail address for a nominee :

SECTION 2

Enterprise Information:

Type of enterprise and background:

Specialised commodity:

Job responsibility of the nominee:

SECTION 3

Performance:

Teamwork:

Ability to function independently and as part of a team, interpersonal skills, ability to motivate and encourage others and extent of providing feedback on work-related matters.

Quality of work:

Knowledge and understanding of enterprise activities and ability to adhere to set targets. Showcasing creativity and innovativeness of the worker.

Conduct :

Punctuality, absenteeism and working relations.

<p>Flexibility: Extent to which the worker accepts responsibility beyond her own job description and willingness to learn.</p>	
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SECTION 4

General information (for verification by the coordinator):

Item	Yes	No
Do you own an enterprise?		
Do you do operational work?		
Are you related to the enterprise owner?		
Do you have a disability? (Question relates to the nominated worker)		
If the answer is yes, please indicate nature of disability		

Name of Owner:

Signature:..... Date:.....

Name of Nominee:

Signature: Date:

Name of the Nominator:

Signature: Date:



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Annexure C2

BEST SUBSISTENCE PRODUCER DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

Department of Agriculture Forestry and Fisheries, Private Bag X250Pretoria 0001

or

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Email: CeciliaMa@daff.gov.za, KholofeloT@daff.gov.za

SECTION 1

Personal Information:

Name of the enterprise(e.g. Luthando LTD)

Name of owner: (e.g. Ms Noluthando Maseko)

Job title of nominee:

Physical address :

ID(Attach copy) :

Postal address :

Banking details :

Contact numbers and e-mail for the owner :

Contact numbers and e-mail for a nominee:

SECTION 2

Enterprise Information:

2.1 Type of enterprise:

Specialized commodity:

2.2 Background of the enterprise:

2.3 Natural Resources Management:

2.3.1 Caring for natural resources, adaptation and mitigation to climate change:

SECTION 3

Farming Practices:

Farming Methods:

3.1 Indigenous Knowledge Systems (IKS)

3.2 Use of new technology (Innovation)

SECTION 4

Production:

QUALITY OF PRODUCT AND QUALITY OF PRODUCE			
Produce	Quality	Quantity	Scale of operation

SECTION 5

Community Involvement

Contribution to community development

Name of Nominee: -----

Signature: ----- Date:-----

Name of the Name of the Nominator: -----

Name of Organisation: -----

Signature: ----- Date: -----



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Annexure C3

TOP ENTREPRENEUR: SMALLHOLDER DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

Department of Agriculture Forestry and Fisheries, Private Bag X250Pretoria 0001

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Harvest house, 30 Hamilton Street, Arcadia, Pretoria 0001

Tel: 012 319 6288

Fax: 012 3196190

Email: CeciliaMa@daff.gov.za, KholofeloT@daff.gov.za

SECTION 1

Personal Information:

Name of the enterprise(e.g Luthando LTD)

Name of owner: (e.g Ms Noluthando Maseko)

Job title of nominee:

Physical address:

ID (Attach copy) :

Postal address:

Banking details :

Contact numbers and e-mail address for the owner:
Contact number and e-mail address for a nominee:

SECTION 2

Enterprise Information:

Type of enterprise:

Specialized commodity:

Background of the enterprise :

Legal requirements and corporate governance standards (Attach Evidence)

1. Entity registration certificate
2. Information on occupational health and safety matters (e.g. protective clothing)
3. Unemployment Insurance Funds (UIF) records
4. Employment contracts, salary advises and leave records
5. Tax Clearance Certificate

Natural Resources Management:

1.1 Caring for natural resources, adaptation and mitigation to climate change :

1.2 Farming Methods:

1.2.1 Indigenous Knowledge Systems (IKS)

1.2.2 Use of new technology (Innovation)

SECTION 3

Farming Management:

Financial management (costing and budgeting) and bookkeeping (e.g. tax clearance, VAT reg., etc.):

SECTION 4

Production:

Demonstrate value chain standards: (e.g. HAACP, phytosanitary and health requirements)

Demonstrate labelling of ingredients:

Demonstrate handling and packaging:

QUALITY OF PRODUCT AND QUANTITY OF PRODUCE

Produce	Quality	Quantity

SECTION 5

Marketing plan:

Mention the existing markets:

Monetary value of the sales:

Produce	Quality	Price	Total amount

SECTION 6

Job creation:

Number of permanent and seasonal jobs created

Seasonal jobs created	Permanent jobs
Persons with disability: Youth:	Persons with disability: Youth:

Women:	Women:
Sustainability of jobs created:	

SECTION 7

Investment in human capital development

<p>Skills transfer (Mentoring, coaching and capacity-building programmes):</p> <p>Programmes focusing on staff well-being:</p>
<p>Contribution to community development:</p>

Name of Nominee:

Signature: Date:

Name of the Name of the Nominator:

Name of Organisation:

Signature: Date:



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Annexure C4

TOP ENTREPRENEUR: PROCESSING DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

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SECTION 1

Personal Information:

Name of the enterprise(e.g. Luthando LTD)

Name of owner: (e.g. Ms Noluthando Maseko)

Job title of the nominee:

Physical address:

ID (attach copy):

Postal address:

Banking details:

Contact numbers and e-mail for the owner:

Contact number and e-mail for a nominee:

SECTION 2

Enterprise Information:

Type of enterprise: Specialized Commodity:
Background of the enterprise:
Legal requirements and cooperate governance standards (Attach Evidence) 1.Entity registration certificate 2.Information on occupational health and safety matters(e.g. protective clothing) 3.Unemployment Insurance Fund(UIF) records 4. Employment contracts, salary advises and leave records 5. Tax Clearance certificate 6. Industry Compliance/Requirements/norms and standards (e.g. Phytosanitary and Health Requirements, HAACP, Local and global gap, SABS) 7. BBBEE Level 2 Certificate
Natural Resources Management: 1.1 Caring for natural resources, adaptation and mitigation to climate change:
Farming Methods: 1.2.1 Indigenous Knowledge Systems (IKS) 1.2.2 Use of new technology (Innovation)

SECTION 3

Financial management:

Financial management (costing and budgeting) and bookkeeping (e.g. tax clearance, VAT reg., etc.):
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SECTION 4

Production:

Demonstrate Value chain standards: (e.g. HAACP, Phytosanitary and health requirements)		
Demonstrate Labeling of ingredients:		
Demonstrate Handling and packaging:		
Quality of product and quantity of produce:		
Produce	Quality	Quantity

SECTION 5

Marketing plan:

Mention the existing markets:			
Monetary value of the sales:			
Produce	Quantity	Price	Total amount

SECTION 6

Job creation:

Number of permanent and seasonal jobs created:	
Seasonal Jobs creation	Permanent Jobs
Persons with disability:	Persons with disability:
Youth:	Youth:
Women:	Women:
Sustainability of jobs created:	

SECTION 7

Investment in human capital development:

Skills transfer (Mentoring, coaching and capacity-building programmes): Programmes focusing on staff well-being:
Contribution to community development:

Name of Nominee: -----

Signature: ----- Date:-----

Name of the Name of the Nominator: -----

Name of Organisation: -----

Signature: ----- Date: -----



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Annexure C5

TOP ENTREPRENEUR: COMMERCIAL DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

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SECTION 1

Personal Information:

Name of the enterprise(e.g. Luthando LTD)

Name of owner: (e.g. Ms Noluthando Maseko)

Job title of the nominee:

Physical address:

ID(Attach copy):

Banking details:

Contact numbers and e-mail of the owner:

Contact number and e-mail of a nominee:

SECTION 2

Enterprise information:

Type of Enterprise: Specialized Commodity:
Background of the enterprise:
Legal requirements and corporate governance standards (Attach Evidence) 1. Entity registration certificate 2. Information on occupational health and safety matters (e.g. protective clothing) 3. Unemployment Insurance Fund (UIF) records 4. Employment contracts, salary advises and leave records 5. Tax Clearance Certificate 6. BBBEE level 2 Certificate
Natural Resource Management: 1.1 Caring for natural resources, adaptation and mitigation to climate change
1. 2 Farming Methods: 1.2.1 Indigenous Knowledge Systems (IKS) 1.2.2 Use of new technology (Innovation)

SECTION 3

Financial management:

Financial management (costing and budgeting) and bookkeeping (e.g. tax clearance, VAT reg., etc.):
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SECTION 4

Production:

Demonstrate Value chain standards: (e.g. HAACP, Phytosanitary and health requirements)

Demonstrate Labeling of ingredients:

Handling and packaging:

Quality of product and quantity of produce:

Produce	Quality	Quantity

SECTION 5

Marketing plan:

Mention the existing markets:

Monetary value of the sales:

Produce	Quantity	Price	Total amount

SECTION 6

Job creation:

Number of permanent and seasonal jobs created:

Seasonal Jobs created	Permanent Jobs
Persons with disability:	Persons with disability:
Youth:	Youth:
Women :	Women :
Sustainability of jobs created:	

SECTION 7

Investment in human capital development:

Skills transfer (Mentoring, coaching and capacity-building programmes): Programmes focusing on staff wellbeing:
Contribution to community development:

Name of Nominee: -----

Signature: -----

Date: -----

Name of the Name of the Nominator: -----

Name of Organisation: -----

Signature: ----- Date: -----



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Annexure C6

TOP ENTREPRENEUR: EXPORT MARKETS DAFF FEMALE ENTREPRENEUR AWARDS 2016/17-2018/19

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SECTION 1

Personal Information:

Name of the enterprise(e.g. Luthando LTD)

Name of owner: (e.g. Ms Noluthando Maseko)

Job title of the nominee:

Physical address:

ID: Attach copy:

Postal address:

Banking details:

Contact numbers and e-mail for the owner:

Contact number and e-mail for a nominee:

SECTION 2

Enterprise information:

Type of Enterprise: Specialized Commodity:
Background of the enterprise :
Legal requirements and corporate governance standards 1.Entity registration certificate 2.Information on occupational health and safety matters(e.g. protective clothing) 3.Unemployment Insurance Fund(UIF) records 4. Employment contracts, salary advises and leave records 5. Tax Clearance certificate 6. Industry Compliance/Requirements/norms and standards (e.g. Phytosanitary and Health Requirements, HAACP, Local and global gap, SABS) 7. BBBEE Level 2 Certificate
Natural Resource Management: 1.1 Caring for natural resources, adaptation and mitigation to climate change:
1. 2 Farming Methods: 1.2.1 Indigenous Knowledge Systems (IKS) 1.2.2 Use of new technology (Innovation)

SECTION 3

Financial management:

Financial management (costing and budgeting) and bookkeeping (e.g. tax clearance, VAT reg., etc.)

SECTION 4

Production:

Demonstrate Value chain standards: (e.g. HAACP, Phytosanitary and health requirements):		
Demonstrate Labeling of ingredients:		
Demonstrate Handling and packaging:		
Quality of product and quantity of produce:		
Produce	Quality	Quantity

SECTION 5

Marketing plan:

Mention the existing markets:			
Monetary value of the sales:			
Produce	Quantity	Price	Total Amount

SECTION 6

Job creation:

Number of permanent and seasonal jobs created:	
Seasonal Jobs creation	Permanent Jobs
Persons with disability:	Persons with disability:
Youth:	Youth:
Women:	Women:
Sustainability of jobs created:	

SECTION 7

Investment in human capital development:

Skills transfer (Mentoring, coaching and capacity-building programmes): Programmes focusing on staff well-being:
Contribution to community development:

Name of Nominee:

Signature: Date:

Name of the Name of the Nominator:

Name of Organisation:

Signature: Date: