

F-SIYB ENTRY FORM

Name of the organization: _____

Date of interview: ___ / ___ / ___

1 Name of the applicant:	4 Sex: <input type="checkbox"/> a. Male <input type="checkbox"/> b. Female
2 Postal address:	5 Age: <input type="checkbox"/> a. 16-25 <input type="checkbox"/> b. 26-35 <input type="checkbox"/> c. 36-45 <input type="checkbox"/> d. 46 and older
3 Telephone number:	6 Ethnicity: <input type="checkbox"/> a. Sinhalese <input type="checkbox"/> b. Tamil <input type="checkbox"/> c. Other

7 Highest education completed: <input type="checkbox"/> a. Primary <input type="checkbox"/> b. Secondary O level <input type="checkbox"/> c. Secondary A level <input type="checkbox"/> d. Higher	8 Can you read and write in... Sinhala? <input type="checkbox"/> a. Yes <input type="checkbox"/> b. No Tamil? <input type="checkbox"/> a. Yes <input type="checkbox"/> b. No English? <input type="checkbox"/> a. Yes <input type="checkbox"/> b. No	9 Can you do basic calculations? <input type="checkbox"/> a. Yes <input type="checkbox"/> b. No
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10 Have you participated in business management training seminars before? a. Yes b. No
If yes, please describe:

11 Have you undergone technical/vocational training? a. Yes b. No
If, yes, please describe

Use reverse page to write down details

12. Are you currently in business ? a. Yes — If yes, continue with question 16 ——— FIB candidate
 b. No

13. Do you have a concrete business idea yet?
(i.e. regarding what type of business, what product at what price, for which customers and how to reach them)

a. Yes b. No *Potential entrepreneurs lacking a concrete business idea end interview here*

FSB candidate

FGB candidate

14. Please describe your business idea in detail
(type of business, what product at what price, for which customers and how to reach them)

Use reverse page for further notes

15 How do you intend to source the start-up capital?

a. Own savings
 b. Borrow from family / friends
 c. Borrow from Bank / credit society specify institution _____
 d. Does not know yet

Potential entrepreneurs with a concrete business idea end interview here

FSB candidate

<p>16 Please describe briefly your current business activity</p>	<p>17 Line of business:</p> <p><input type="checkbox"/> a. Retail</p> <p><input type="checkbox"/> b. Wholesale</p> <p><input type="checkbox"/> c. Manufacturing</p> <p><input type="checkbox"/> d. Service Operation</p> <p><input type="checkbox"/> e. Agriculture / Agro-related</p> <p><input type="checkbox"/> f. Combination</p>
<p>18 Position in the business:</p> <p><input type="checkbox"/> a. Owner / manager</p> <p><input type="checkbox"/> b. Shared ownership</p> <p><input type="checkbox"/> c. Employee / member</p>	<p>19 Number of years experience in this or any other business:</p> <p><input type="checkbox"/> a. less than 1 year</p> <p><input type="checkbox"/> b. more, specify: _____</p>
<p>20 Does the business operate from fixed premises?</p> <p><input type="checkbox"/> a. Yes</p> <p><input type="checkbox"/> b. No</p> <p>If yes, write down the business address:</p>	
<p>21. Please estimate the value of the total investments made in the business:</p> <p>Machinery / tools / equipment: _____ Rs</p> <p>Vehicle(s) / bicycle (s) / other means of transport: _____ Rs</p> <p>Land, if belonging to the business: _____ Rs</p> <p>Buildings, if belonging to the business: _____ Rs</p> <p>Other, specify _____ : _____ Rs</p> <p>Total _____ Rs</p>	
<p>22 How many jobs does your business provide in total, <i>including the owner</i>: _____ jobs*</p> <p><small>* a job means working for minimum 15 hours per week and being paid for work in cash or kind</small></p> <p>and among these jobs, the number held by females _____</p> <p>workers below fifteen years of age _____</p>	
<p>23. Ask him/her the following questions to check on knowledge about business management, and qualify the results by ticking either a, b, or c</p>	
<p>1. <i>How do you calculate the total costs of your products</i></p> <p>a. Specifies material costs, labour costs and indirect costs _____</p> <p>b. Specifies some direct and indirect costs _____</p> <p>c. No knowledge on direct / indirect costs _____</p>	
<p>2. <i>How do you handle the receipts of purchases?</i></p> <p>a. Keeps receipts and files them _____</p> <p>b. Keeps receipts but does not file them _____</p> <p>c. Does not work with receipt, does not keep or file them _____</p>	
<p>3. <i>How do you control your stocks?</i></p> <p>a. Does regular stock-taking, keeps stock cards / registers _____</p> <p>b. Knows more or less the stocks, but does not keep registers _____</p> <p>c. Does not keep stocks, does not know volumes / values _____</p>	
<p>4. <i>What do you do to promote your sales?</i></p> <p>a. Mentions at least 3 forms of sales promotion _____</p> <p>b. Mentions less than 3 forms of sales promotion _____</p> <p>c. Does not know any form of sales promotion _____</p>	
<p>5. <i>How do you handle credit sales?</i></p> <p>a. Is selective and keeps customers' accounts records _____</p> <p>b. Has no formal credit registration system _____</p> <p>c. Does not allow credits / does not know _____</p>	
<p>6. <i>How do you calculate your total profits?</i></p> <p>a. Calculates regularly total income – total expenditure _____</p> <p>b. Estimates but does not formally calculate _____</p> <p>c. Never calculates total profits / does not know _____</p>	
<p>26 What does he/she expect to learn during the FIB training?</p> <p>Use reverse page to write down details</p>	

Existing entrepreneurs end interview here