BUSINESS AND PRODUCTION PLAN

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Ⅰ. General information of the project

|  |  |
| --- | --- |
| Company |  |
| Project's name |  |
| Project's object |  |
| Project product |  |
| Execution period | From month\_ \_, 20\_ \_ ~ to month\_ \_, 20\_ \_ (\_\_\_) Month |
| C.E.O |  |
| Staff number | Korean ( )  | Vietnamese( ) |
| Capital | ( )million VND, of which : - From available funds :- From funds that can be mobilized : - From other sources :  |
| Project status | ☐ New ☐ From the result of Science Research and Development topics that has been accepted and recommend to approach. (project's name, date of evaluating acceptance, official acceptance agreement) |
| Business Partner |

|  |  |  |  |
| --- | --- | --- | --- |
| Full name |  | Major |  |
| ID card NO. |  | Gender | ☐M ☐F |
| E-mail |  | Website |  |
| Phone |  | Fax |  |
| Address |  |

 |

*※ If you do not have a business partner , Leave a blank.*

Ⅱ. Company outline

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| CEO |  | capital(VND)  |  | The date of incorporation  | (Target date) |
| Type of business |  |
| Type of business  | Ex) Corporation, Private company, Others\_\_\_\_\_\_ | Prime product  |  |
| Address | Head Office |  | Tel |  |
| A place of business |  | Tel |  |
| Site | m² | Factory | m² | Form of possession  | Own/Renting |
| History of your business or Career | Date | Main contents (The change of increase and decrease of capital , representative , company name and management contents ) |
|  |  |
| Business alliances and Present cooperation situation  | Institution[Company] name | Date of contract | Contents |
|  |  |  |
|  |  |  |
|  |  |  |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form. Such as “(Target Answer)”*

Ⅲ. Propriety of project

1. Business outline

|  |  |
| --- | --- |
| Projects's name |  |
| Product | Title  | Period | Contents and Method |
|  |  |  |
|  |  |  |
| Explain the Product. | Ex) Characteristic, Using, Advantages, and so on. |

 2. Business Plan

|  |
| --- |
| ※ Free format (Object, Process, Result, Plan and so on..)  |

3. Patent contents

|  |  |  |  |
| --- | --- | --- | --- |
| A field of content | Publishing office  | The expiration date of the period  | Remark |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Sum |  |  |  |

4. Technology contents

|  |  |  |  |
| --- | --- | --- | --- |
| Status of technology content | Serial number  | The name of technology | Possession(○Mark) |
| Developed | Developing | Development plan  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Features of technology | Serial number  | The pros and cons of a product compares to replacement or competing product  | Development degree of difficulty  |
| Good | Fair | Poor |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form Such as “(Target Answer)”*

5. Business marketability

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Scale ofa market (VND) | Division  | The previous year  | Relevant year | 1st year | 2nd year | 3rd year |
| The world market  |  |  |  |  |  |
| The domestic market  |  |  |  |  |  |
| Nextmarket characteristic | Division  | Domestic | Foreign |
| Character(monopoly, entry barrier,etc) |  |  |
| Safety |  |  |
| Durability  |  |  |
| Growth |  |  |
| Majorbuyer  | Name of Buyer Company | Demand scale(the whole market , vnd) | Supply objective cost (VND) |
| 1st year | 2nd year | 3nd year |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| States of competition company  | Division  | Company name  | Technical standard (good/ fair/ poor ) | A market share (%) |
| Relevant year | 1st year | 2nd year |
| Domestic |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Foreign |  |  |  |  |  |
|  |  |  |  |  |
| Domestic marketShare objectives | 1st year | VND | 2nd year | VND | 3rd year | VND |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form Such as “(Target Answer)”*

*※ Domestic(Vietnam)*

Ⅳ. R&D staff

1. CEO Information

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | ID No. |  |
| Address |  | Phone number | Home |  |
| Cell Phone |  |
| Academic background | Period | College | Majority | Status |
| ～ |  |  |  |
| ～ |  |  |  |
| ～ |  |  |  |
| Career Background | Period | Workplace | Final Title  | Charge of department |
| Company | type of business |
| ～ |  |  |  |  |
| ～ |  |  |  |  |
| ～ |  |  |  |  |

1. Participation staff

|  |  |  |
| --- | --- | --- |
| Personnel organization of research manpower  | Academic background | Major field |
| Doctor |  | Machinery  |  |
| Master  |  | Telecommunication |  |
| Bachelor |  |  |  |
| Under college |  |  |  |
| Name | Academic background | Career background | Major | Remark |
|  |  | \_\_\_\_years more |  | Exist / New |
|  |  | \_\_\_\_years more |  | Exist / New |
|  |  | \_\_\_\_years more |  | Exist / New |
|  |  | \_\_\_\_years more |  | Exist / New |
|  |  | \_\_\_\_years more |  | Exist / New |
|  |  | \_\_\_\_years more |  | Exist / New |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form Such as “(Target Answer)”*

Ⅴ. Status of Equipment or Facility

1. Equipment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Charge department  | Title |  | Number of staff |  |
| Major study equipment | Name of equipment | Use | Standard |
|  |  |  |
|  |  |  |
| R&D figure | R & D Projects | Study period | Study cost | Remark(How to carry) |
|  |  |  | Ex) buying, bring, borrowing,  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Facility

|  |  |  |  |
| --- | --- | --- | --- |
| Facilities  | Existing  | Plan | Remark |
| Land | ㎡ | ㎡ |  |
| Building | ㎡ | ㎡ |  |
| Production equipment | Example)O O production facilities 2 Line year 8 unit | Example)O O production facilities 2 Line year 8 unit |  |
| Hydroelectricity | KV KVA | KV KVA |  |
| Industrial water | Ton/day | Ton/day |  |
| Wastewater treatment | Ton/day | Ton/day |  |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form. Such as “(Target Answer)”*

Ⅵ. Production and Sales Plan

1. Production and Sales figure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Division | Product | Years | Years | Years |
| Quantity | Total cost | Quantity | Total cost | Quantity  | Total cost |
| Ability of productivity |  |  |  |  |  |  |  |
| Sum |  |  |  |  |  |  |
| Rate of availability | ( %) | ( %) | ( %) |
| Sales figure |  |  |  |  |  |  |  |
| Sum |  |  |  |  |  |  |
| Exports figure |  |  |  |
| Procurement of raw material |  |  |  |  |  |  |  |
| Sum |  |  |  |  |  |  |
| Imports figure | ( VND) | ( VND) | ( VND) |
| Annual production capacity : (Now) | Calculation reason of production capacity: Date, Hours, Year, Operation Criteria |

2. Production and Sales plan

*- Production Plan*

*- Sales plan*

*※ Free Format*

*.*

Ⅶ. Funds spent and procurement plan

1. Funds spent (VND)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Division | Invested cost | Future cost | Sum | Remark |
| Facility Funds | Site |  |  |  |  |
| Building |  |  |  |  |
| Facility |  |  |  |  |
| R/D |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Subtotal |  |  |  |  |
| Operation Capital |  |  |  |  |
| Total sum |  |  |  |  |

1. Procurement Plan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Division | Procured cost | Future cost | Sum | Procurement method |
| Ownequity(Private) | Increase capital |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Subtotal |  |  |  |  |
| Debt capital | Financial Institutions |  |  |  |  |
| Corporate bond issuance |  |  |  |  |
|  |  |  |  |  |
| Subtotal |  |  |  |  |
| Total sum |  |  |  |  |

*※ If you can’t answer the space, Leave a blank.*

*※ It is Ok to fill your target in form Such as “(Target Answer)”*

Ⅸ. Expectancy effects

※ Free Format