

**ANNEX Y**

**DOLE KABUHAYAN PROGRAM  
INDIVIDUAL BUSINESS PLAN**

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Individual Name : \_\_\_\_\_

My Proposed Business is: \_\_\_\_\_

Total Project Cost	:	_____
• DOLE Support	:	_____
• Proponent ACP/Proponent Beneficiary	:	_____
• Others	:	_____
<b>Total</b>	:	_____

My business location is : \_\_\_\_\_

I have these skills : \_\_\_\_\_

I have to learn these skills \_\_\_\_\_

I have these assets (space, good location, equipment) : \_\_\_\_\_

**Market:**

I will sell to: \_\_\_\_\_

Competitors: \_\_\_\_\_

(who, where) \_\_\_\_\_

I will promote my products/services like this:

\_\_\_\_\_

**Business Operation:**

Production Plan for one year (quantities):

Each day \_\_\_\_\_

Each week \_\_\_\_\_

Each month \_\_\_\_\_

The total amount to be produced (service: service hours/days delivered) in one year (attention: take into account seasonal ups and downs)

\_\_\_\_\_

Sources of raw materials equipment, tools, materials required

\_\_\_\_\_  
\_\_\_\_\_

The people who will work are (who, how many):

\_\_\_\_\_

I will divide the work like this:

\_\_\_\_\_

The people responsible for managing my business:

\_\_\_\_\_  
\_\_\_\_\_

**Business Expenses:**

**Start-up expenses (for one month):**

Items (raw materials, equipment, tools)	Quantity	Unit Cost	Total Cost
<b>Total</b>			

Note: For food related business, include the basic sanitary tools and accessories such as gloves, mask, hairnet and apron.

**Operating expenses (for one month):**

Items (water, electricity, licenses/permits, rent, salaries)	Quantity	Unit Cost	Total Cost
<b>Total</b>			

**Total Expenses = Total Start-up expenses + Total Operating expenses**

**Sales per Month**

Product/Service	Quantity (pieces, kilos or hour)	Unit Price (per piece, kilo or hour)	Total Sales
<b>Total</b>			

**Income per Month = Total Sales – Total Expenses**

**Business Opportunities and Challenges**

The Business opportunities and benefits (positive factors) are:

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The Business risks and challenges (negative factors) are:

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