**Date:**

Greetings,

Welcome to the SUN Business Network (SBN) Nepal. You are now part of a dynamic community that is committed to advocating and supporting improved nutrition.

As a network we are looking to collectively realize the following key objectives:

1. Developing a strong SUN Business Network & community profile
2. Protecting consumers from consumption of unhealthy and processed food (Nutrition awareness)
3. Enhance enabling environment for Private Sector engagement in national nutrition program (Enabling environment)
4. Improving the value chain for safe nutritional foods, from production to market access (Food safety)

As a member of SBN Nepal, you will enjoy many unique benefits including the following:

1. Network with other companies that have an interest in nutrition and expanding the nutrition market.
2. Contribute to a collective voice & community for nutrition in Nepal’s private sector, which does not currently exist.
3. Provide input into government policy decisions and support recommendations for regulatory improvements.
4. Receive updates on the food industry & relevant policy changes that may impact your business decisions.
5. Enable your business to showcase its contributions to improving nutrition at a national and global level.
6. Receive global exposure as a supporter of improved nutrition on the Network website.
7. Access a wide range of Corporate Social Responsibility (CSR) opportunities for your business to improve nutrition in the community.
8. Explore partnership opportunities for private sector members to engage with each other, NGOs, professional associations and other interested organizations on nutrition.
9. Receive practical advice, guidance and training, through workshops and events, to increase your company’s commercial engagement in nutrition.
10. Participate in a national movement, including major events, aiming to grow the market and expand business involvement in nutrition.

We look forward to your participation in our network initiatives and we look forward to supporting you in achieving your organization’s commitments in improving nutrition.

Please let us know if you have any questions about your membership.

Best wishes,

Shilu Shakya

Business Engagement Specialist

Email: shilu.shakya@wfp.org

**SUN Business Network Membership Onboarding Form**

Please kindly fill in the onboarding form so we can capture basic information about your organization as well as your expectations of your membership in SBN.

|  |  |  |
| --- | --- | --- |
| **1** |  | **ORGANISATION DETAILS** |
|  | | |
| **i** |  | ***Please complete all the sections in this part of the form fully. This section provides a general overview of your organization.*** |
|  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Organization Name: | | | | | | | |  | | | | | | | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| Country (ies) of Operation: | | | | | | | |  | | | | | | | |
|  | | | | | | | | | | | | | | | |
| Location of company’s operations (City, province): | | | | | | | |  | | | | | | | |
| Gender of Owner | | | | | | | | | | | | | | | |
|  | | | Female |  | | | Male | | | |  | | | | Joint (Female and Male Co-owners) |
| Company Management (select one) | | | | | | | | | | | **Company Legal Structure (select one)** | | | | |
|  | | | One director | | |  | | | | | | | | Sole Proprietorship | |
|  | | | | | | | | | | | | | | | |
|  | | | Co-directors | | |  | | | | | | | | Limited Liability/ Pvt. Ltd | |
|  | | | | | | | | | | | | | | | |
|  | | | Family-run | | |  | | | | | | | | Corporation (e.g. S.A.) | |
|  | | | | | | | | | | | | | | | |
|  | | | Board | | |  | | | | | | | | Public | |
| Other: | | | | | | | |  | | | |  | | | |
|  | | Community Based Organization | |
|  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | |  | | Association | |
|  | | | | | | | | | | | |  | | Other (specify): | |
| Proportion of women in senior leadership (%): | | | | | | | | |  | | | | | | |
|  | | | | | | | | | | | | | | | |
| Organization Size (select one) | | | | | | | | | | | |  | | | |
|  | Micro (1-9 Employees) | | | |  | | | | | | | | Large (250 or more Employees) | | |
|  | | | | | | | | | | | | | | | |
|  | Small (10-49 Employees) | | | |  | | | | | | | |  | | |
|  | | | | | | | | | | | | | | | |
|  | Medium (50-249 Employees) | | | |  | | | | | | | |  | | |
|  | | | | | | | | | | | | | | | |
| Percentage of women in workforce/supply chain: | | | | | | | | | |  | | | | | |
|  | | | | | | | | | | | | | | | |
| Annual Turnover (select one) | | | | | | | | | | | | | | | |
|  | | Less than NPR Rs500,000 | | |  | | | | | | | | Rs30,00,000 to Rs50,00,000 | | |
|  | | | | | | | | | | | | | | | |
|  | | Rs500,000 to Rs10,00,000 | | |  | | | | | | | | Rs50,00,000 to Rs100,00,000 | | |
|  | | | | | | | | | | | | | | | |
|  | | Rs10,00,000 to Rs30,00,000 | | |  | | | | | | | | Rs100,00,000 or more | | |

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| **2** |  | **ORGANISATION REACH** |
|  | | |
| **i** |  | ***Please complete all the questions in this part of the form fully. This section provides a general overview of your organization scale and operations.*** |
|  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Company Scale (select one) | | | | | Sector Focus (select one) | | |
|  | Multinational | | | |  | Food and Beverage | |
|  | | | | | | | |
|  | National (countrywide) | | | |  | Non-Food and Beverage | |
|  | | | | | | | |
|  | Regional Local (specific location) | | | |  |  | |
|  | | | | | | | |
|  | | | | | | | |
|  | | | | | | | |
| Value Chain Position (select all that apply) | | | | | | | |
|  | Farming suppliers | | | |  | Food: Promotion and Advertising | |
|  | | | | | | | |
|  | Supply and Distribution | | | |  | Information Technology | |
|  | | | | | | | |
|  | Farming and Agricultural production | | | |  | Finance and investment | |
|  | | | | | | | |
|  | Inputs: Ingredients and chemicals | | | |  | Services: Communication and Branding | |
|  | | | | | | | |
|  | Food: Processing | | | |  | Services: Business Development | |
|  | | | | | | | |
|  | Food: Production | | | |  | Services: Other consultancy (specify) | |
|  | | | | | | | |
|  | Food: Distribution | | | |  | Government or Semi Government | |
|  | | | | | | | |
|  | Food: Retail | | | |  | Non-Government Organization (NGO)/  Non-Profit Organization (NPO) | |
|  | | | | | | | |
|  | Development Organization | | | |  | Health sector | |
|  | E-commerce and marketing | | | |  | Co-operatives/farmers group | |
|  | Others (specify): | | | |  | Water Sanitation & Hygiene (WASH) | |
|  |  | | | |  | Laboratory Analysis | |
|  | | | | | | | |
| Output (select all that apply) | | | | | | | |
|  | Behavior Change Communication (BCC) |  | Livestock | | |  | Retail |
|  | | | | | | | |
|  | Beverage |  | Machinery/Equipment | | |  | Rice |
|  | | | | | | | |
|  | Biscuits |  | Maize flour | | |  | Rice flour |
|  | | | | | | | |
|  | Beans |  | Meat (red) and meat products | | |  | Salt |
|  | | | | | | | |
|  | Bread |  | Meat poultry and meat products | | |  | Seeds |
|  | | | | | | | |
|  | Cereal and cereal products |  | Medium quantity lipid nutrient supplement | | |  | Small quantity Lipid Nutrient Supplements |
|  | | | | | | | |
|  | Crops |  | Micronutrient powders | | |  | Satu/lito |
|  | | | | | | | |
|  | Dairy |  | Micronutrient supplements | | |  | Soya based food |
|  | | | | | | | |
|  | Eggs |  | Midday meal/Lunch | | |  | Pulses and legumes |
|  | | | | | | | |
|  | Fertilizer |  | Milk and milk products | | |  | Sugar |
|  | | | | | | | |
|  | Finance |  | Noodles/Pasta | | |  | Fats and edible oils |
|  | | | | | | | |
|  | Fish and fish products |  | Partially pre-cooked blended food | | |  | Vegetables |
|  | | | | | | | |
|  | Dry fruits |  | Processed foods | | |  | WASH |
|  | | | | | | | |
|  | Condiments and spices |  | Ready-to-use complementary foods | | |  | Water systems |
|  | | | | | | | |
|  | Fruit |  | Ready-to-use therapeutic foods | | |  | Wheat flour  Roots and tubers |
|  | | | | | | |
|  | Instant cereals |  | Ready-to-use supplementary foods | | |  |  |  |  |  |
|  | Nuts and oil seeds |  | Indigenous and/or traditional foods (gundruk, achar) | | |  | Service output (specify): |
| Other output: | | | | | | | |
|  | | | | | | | |
| Annual output capacity (volume & unit, e.g. 1,000 MT) | | | |  | | | |
|  | | | | | | | |
| In which are your services delivered/products sold (City, province)? | | | |  | | | |
|  | | | |  | | | |

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| --- | --- | --- |
| **3** |  | **ORGANISATION TECHNICAL AND BUSINESS DEVELOPMENT SERVICES OFFERS** |
|  | | |
| **i** |  | ***Please complete all the questions in this part of the form fully. This section provides a general overview of your organization technical and business development needs.*** |
|  |  |

**Note**: **Technical Assistance (TA)**=Non-financial assistance provided by local or international specialists limited tosharing information and expertise, instruction, skills training, transmission of working knowledge, and may also include consulting services depending upon the case.

**Business Development Services (BDS)**= Non-financial services offered to businesses at various stages of their business needs. These services are primarily aimed at skills transfer or business advice.

|  |  |  |  |
| --- | --- | --- | --- |
| Are you seeking technical assistance (TA)? | | Do you require business development services (BDS)? | |
|  | Y |  | Y |
|  | | | |
|  | N |  | N |
|  | | | |
| *If seeking technical assistance, we will shortly share with you a detailed survey to better understand your technical assistance needs*. | | *If seeking business development services, we will shortly share with you a detailed survey to better understand your needs.* | |
|  | | | |
|  | | | |
| Are looking to offer technical assistance  to members? | | **Are you looking to offer business development services (BDS) to members?** | |
|  | Y |  | Y |
|  | | | |
|  | N |  | N |
|  | | | |
| *If you are looking to offer technical assistance to SBN members we will shortly share with you a detailed survey to better understand your offer.* | | *If you are looking to offer business development services to SBN members we will shortly share with you a detailed survey to better understand your offer.* | |
|  | | | |
| Expectations: (If you have any priorities that you would like SBN to engage in with you, please include them here): | | | |
|  | | | |
|  | | | |
|  | | | |

|  |  |
| --- | --- |
| **Name** |  |
| **Signature** |  |
| **Date** |  |