

# Export Readiness Checklist Suriname

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## Introduction

This is the official checklist of Discover Suriname for entrepreneurs of agricultural companies in Suriname to improve and communicate their export readiness to prospects and clients on the market.

The checklist is voluntary for Surinamese entrepreneurs of agricultural companies. The checklist can be filled in with yes and no answers, and published on the website or Facebook page of their company.

## Five criteria:

- Constant quality
- Volume
- Pricing
- Certification
- Being able to adopt trends

## General / marketing

1. Do you have a business plan?
2. Do you have an export plan?
3. Do you have an export license for Caricom or Europe?
4. How many years has the company been exporting?
5. How long has the company been in existence?
6. Is there an English website (not a Facebook page)?
7. Does the company have email addresses with its own company domain? (no gmail email addresses or the like)
8. Does the company have an automated administration?
9. Does the company deposit its annual reports?
10. Is there a training plan for staff?
11. Is the land on which the company produces ownership or rent?

## Constant quality

12. Have the business processes been described?
13. Is there a quality manager employed?
14. Is there a quality plan?
15. Is there a quality manual?
16. Is there a production plan?
17. Are standard procedures and recipes used in production?

## Volume

18. Is the company able to produce monthly per pallet by plane?
19. Is the company able to produce a mix container with its own products every quarter?

## Pricing

20. Is information used to test own prices against international prices?
21. Can delivery be made in accordance with the market?

## Certification

22. Are you working with an international certification system?
23. Does the company have a certificate for one of those systems?
24. Do the suppliers of the raw materials (such as nurseries) have any form of international certification?
25. Is there an annual audit by an international organization?
26. Are all your employees trained for what they should be trained for?
27. Do they have all the training and certificates and diplomas?

## Trends

28. Are you working according to fair trade principles?
29. Is there an international assessment with regard to fair trade?
30. Are you working with the principles of corporate social responsibility?
31. Can organic products be supplied?
32. Are you working according to food safety principles?
33. Are you working according to zero waste and sustainability principles?

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