



National Logistics Awards by SLFFA

**Application
2021**



	Main Sectors	
1.	Freight Forwarders	
2.	Airlines	
3.	Ocean Carriers	
4.	Customs House Brokers	
5.	Courier Companies	
6.	Warehousing & Distribution	

Please mark (x) in the relevant Sector / Sub-category & provide all requested information relating to the respective sector. Use annexures if provided space is insufficient.

NOTE:

One application will be considered for One Sector / Category Award only. Separate, individual applications need to be submitted for consideration, for each respective Sector Award.

Period under review: **Calendar year 2019 & Calendar year 2020** (When an annual figure is requested specifically, please provide average of above two years)

Awards Sectors & Categories			
1. Main Sector		Freight Forwarders	
	Subcategory*	X	Annual Revenue (LKR)
1.	Large (Above LKR 1B)		
2.	Medium (LKR 500M – LKR 1B)		
3.	Small (Up to LKR 500M)		
4.	Consolidators		
Service Portfolio		Annual Volume	
Air Freight – Imports (kgs)			
Air Freight – Exports (kgs)			
Ocean – FCL Freight – Import (TEU's)			
Ocean – FCL Freight – Export (TEU's)			
Ocean – LCL Freight - CBM			
CHB – Forwarding (Number of jobs)			
CHB – Clearing (Number of jobs)			
Multimodal - CBM			
Order / PO Management – (Number of jobs)			
Haulage – (Number of Jobs)			
Warehousing – (Capacity in CBM)			
Consolidators			
Consolidation Services (CBM)			
Import			
Export			
MCC			



2. Main Sector		Airlines		
		Volume (Throughput) in FT		
Subcategory*		IATA Area1	IATA Area2	IATA Area3
1. Online				
2. Offline				
No. Freighters operated during 2019 & 2020				
Special cargo handling capability (Please tick (x) in the relevant box)				
Temperature controlled				
Dangerous Goods				
Perishables				
AOG				

3. Main Sector		Ocean Carriers		
		Throughput (TEU's)		
Subcategory* (Annual Throughput in TEU's (Please tick (x) in the relevant box)		Laden Exports	Laden Imports	Transshipment
1. MLO				
Large (Over 500,000)				
Medium (Less than 500,000)				
2. Feeder Operators				
3. NVOCC				
Number of Trade Lanes served ex. Colombo				

4. Main Sector	Customs House Brokers
Number of years in operation	
Number of jobs per year (Throughput) - BOI	
Number of jobs per year (Throughput)- CUSTOMS	
Number of CHA License holders	
Types of Commodities handled – Jobs Throughput	
- (COMMODITY 1)	
- (COMMODITY 2)	
- (COMMODITY 3)	
- (COMMODITY 4)	



5. Main Sector		Courier Companies	
(Please tick (x) in the relevant box)			
Subcategory*		Annual revenue (LKR)	
1. International			
2. Local			
Number of Trade Lanes served ex. Colombo (International sub-category)			
No of cities covered (Local sub-category)			
Parcel collection procedure			

6. Main Sector		Warehousing & Distribution	
Subcategory* (based on storage capacity in CBM)		Storage capacity in CBM	
1. Large (Above 40,000)			
2. Medium (20,000-40,000)			
3. Small (Less than 20,000)			
*3PL Service offerings			
1. Bonded facility			
2. Last mile deliveries			
3. Cold Chain			
4. CFS operations			
5. Cross docking			
6. VAS			

PART 01: Corporate Information			
1	Name of the Organization		
2	Address		
3	Telephone		
4	Email		
5	Website		
6	Year of Establishment		
7	Business Registration Number		
8	Legal Status of the business	Proprietorship	Partnership



		Company		Other	
9	Tax Identification Number (TIN)				
10	VAT Number				
11	Ownership (%)	Local		Foreign	
12	Number of workers	Permanent		Casual	
13	Contact Person for NLA Application - Name				
	Designation				
	Mobile				
	Email				
14	Name(s) of Proprietor / Partners / Directors				
15	Name of the MD / CEO				
16	Organizational Structure	*Please attach			

PART 02: Company's Demographic information

Total number of Staff *				
Staff breakdown – Employment basis	Permanent -		Casual -	
Staff breakdown – Gender	Male -		Female -	
Staff breakdown – Job category	Executive -	Non-Executive -		Other -
Staff breakdown – Years of employment	1 to 10 years -	10 to 20 years-		Over 20 years -
Staff breakdown – Academic / Professional Qualifications	Certificate / Diploma -	Bachelors -	Masters -	Doctorate -



PART 03: Professional Memberships

Please attach the certificate or a document of proof – use annexures if space is insufficient

1	Institute / Association	
	Membership Category	
	Year of becoming a member	
2	Institute / Association	
	Membership Category	
	Year of becoming a member	
3	Institute / Association	
	Membership Category	
	Year of becoming a member	

PART 04: Awards & Recognitions

Please attach the certificate or a document of proof – use annexures if space is insufficient

1.	
2.	
3.	

PART 05:

5.1 Corporate Social Responsibility

Please attach the Photographs, certificate or document of proof – use annexures if space is insufficient

1.
2.

5.2 Sustainability Projects

1.
2.

5.3 Green initiatives



1.

2.

5.4 Ethical Practices & Policies

Please state your considerations for Ethical practices & Policies when conducting business

1.

2.

PART 06: Innovations & New Products / Services introduced

- How effectively & competitively have these services contributed towards vertical integration of the supply chain and have facilitated Customer sustainability?

- What kind of resilience programs do you offer Customers through these services in a volatile market?

Please attach the certificate or a document of proof – use annexures if space is insufficient

1.

2.

PART 07: Value-added Services provided

Please attach the certificate or a document of proof – use annexures if space is insufficient

1.

2.



PART 08: HR Policies and Practices

Please attach the certificate or a document of proof – use annexures if space is insufficient

8.1 Performance Management systems

1.

2.

8.2 Employee recognition practices

1.

2.

8.3 Grievance handling procedures

1.

2.

8.4 Training & development

1.

2.

8.5 Other

1.

2.

PART 09: Quality Certifications & Business Process improvements

Please attach the certificate or a document of proof – use annexures if space is insufficient

9.1 ISO, 5S, Lean and similar certifications

1.

2.

9.2 Any other company initiatives which resulted in process improvements

1.

2.

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PART 10: Occupational Health & Safety (OHS)

Please attach the certificate or a document of proof – use annexures if space is insufficient

10.1 OHS Policy

1.
2.
3.

10.2 Any other initiatives(s) focused on wellbeing of employees (Medical, Insurance schemes etc.)

1.
2.
3.

PART 11: Supporting Documents to be Submitted

(Add document description and tick the box if provided)

11.1.	Copy of the Business Registration Certificate	
11.2.	Vat Registration	
11.3.	Form 01 / Form 20 – With Director’s Information	
11.4.	Certified audited accounts for the period considered for Award evaluation	
11.5.	Organizational Structure	
11.6.	Company Profile / Synopsis	
11.7.		
11.8.		
11.9.		
11.10		



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APPLICANT’S CERTIFICATION

I/We do hereby declare and affirm that all statements, data and figures submitted by us on this application are true and correct to the best of my/our knowledge. Further I/we do hereby confirm that this organization has complied with all relevant statutes, laws, by laws and regulations, and no statutory obligations have been defaulted.

and

I/we do hereby agree that the decision of the evaluation committee relating to the grant of Awards is final and cannot be questioned and further undertake to be bound by such decision.

Name of Signatory and Designation	
To be signed by a Director / MD or CEO over the Rubber stamp	

***Applications for sectors required to submit financial information (Annual Revenue), need to be certified by Auditors listed in the Institute of Chartered Accountants (CA) of Sri Lanka**

AUDITOR’S CERTIFICATION

We certify the accuracy and authenticity of the financial information provided in this application

Name	
Designation	



Signature over the Rubber Stamp	
Date	

