



National Logistics Awards 2024 by SLFFA

Application Form



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.

	Main Sectors	
1.	Freight Forwarders	
2.	Airlines	
3.	Ocean Carriers	
4.	Customs House Brokers	
5.	Courier Companies	
6.	Warehousing & Distribution	
7.	Container Depots	
8.	Software providers	
9.	Project Logistics Service Providers	
10.	Transportation Providers	

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 2022 & Calendar year 2023** (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 2022 & 2023				
Special cargo handling capability (Please tick (x) in the relevant box)				
		Yes/No	Volume (CBM/Tons)	
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 footprints (Square feet))	Storage capacity in CBM
1. Large (Above 600,000)	
2. Medium (300,000-599,000)	
3. Small (Less than 300,0000)	
*3PL Service offerings	
1. Warehousing Solutions	
2. Distribution Solutions	
3. VAS	
4. Other Services	
i. Bonded facility	
ii. Last mile deliveries	
iii. CFS operations	
iv. Temperature Control	
v. Cross docking	



5. Latest Technology Introduced		
6. Sustainability initiatives introduced to reduce carbon foot print		

7. Main Sector	Container Depots	
7.1 Total Storage in TEUs		
7.2 Based on storage capacity in sizes (TEUS/FEUS/45') and Types (HC, RF, FR.FB,OT etc.)		
7.3 Year established and number of years in service		
7.4. Volume – No of containers handled per annum (throughput)		
7.5. Customer Base – No of Customers handled per annum		
7.6. Customer Base – Type of Contact		
Appoint by the Principle		
Appoint by the Local agent		
SC or MoU with any Port Terminals		
7.7. Annual Turnover - LKR		
7.8. Facilities available		
Stacking Capacity of Container		
IICL qualified Surveyors employed		
Value added services		
Maintenance and repair services for variety of marine containers		
No of Reefer Points		
Additional services		
7.9. Service Factors		
a. For Consignees/Importers		
Truck turnaround time		
Accuracy of repair estimates for damaged units		
Proper identification of consignee-based damages against the normal wear and tear damages		
b. Exporters/Shippers		
Truck turnaround time		
Quality of containers issued		
Container reservation process		



8. Main Sector	Software Providers
Year establishment and no of year in Service	
8.1 No of employees	
• Permanent	
• Casual	
• Subcontracted	
8.2. Annual Turnover - LKR	
8.3. Customer Base - No of Customers handled per annum	
8.4. Customer Base Type of the Contract (Name /Contract volume)	
Appoint by the Principle	
Appoint by the Local agent	
Individual customer	
8.5. Data Security & Compliance initiatives Introduced	
8.6. Integration capabilities with Principal systems	
8.7. 24 Hours Customer Support & Trainings	
8.8. No of Users/ Growth during last 3 years	

9. Main Sector	Project Logistics
Year establishment and no of year in Service	
9.1 No of employees	
• Permanent	
• Casual	
• Subcontracted	
9.2 Own assets list in managing projects	
9.3 Systems / technology introduced for Projects	
9.4 Number of projects handled during the period	
9.5 Safety Records/Near miss Records	
9.6 HSSC Procedure Manual (Please attached)	
9.7 Global Networks/Partnerships & affiliations	
9.8. Annual Turnover - LKR	
9.9. Customer Base - No of Customers handled per annum	
9.10. Customer Base Type of the Contract (Name /Contract volume)	
Appoint by the Principle	
Appoint by the Local agent	
Individual customer	



10. Main Sector	Transport Companies
Year established and number of years in service	
10.1 Vehicle Fleet	
<ul style="list-style-type: none"> • Details of all vehicles used transport the Cargo (LCL) 	
<ul style="list-style-type: none"> • For Container Transport 	
<ul style="list-style-type: none"> • For break Bulk, Bulk or other type of cargo (ODC/OOG) 	
10.2 No of employees	
<ul style="list-style-type: none"> • Permanent 	
<ul style="list-style-type: none"> • Casual 	
<ul style="list-style-type: none"> • Subcontracted 	
10.3. Annual Turnover - LKR	
10.4. Customer Base - No of Customers handled per annum	
10.5. Customer Base	
Type of the Contract (Name /Contract volume)	
Appoint by the Principle	
Appoint by the Local agent	
Individual customer	
10.6. Insurance coverage & Liability – (Type of the cover & sum insured)	
10.7. Technology and Tracking Capabilities	



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.

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.		

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	