


INSTRUCTIONS TO APPLICANTS:


Please complete Section A: Product/Services Sector Awards (Parts 1 - 6) - this section is compulsory for all applicants.

After completing Section A, proceed to Section B: Overall Awards (Parts 7 - 17) and fill only the parts relevant to the specific award category you are applying for, such as the Organic Agriculture Product Sector Award and/or any of the Overall Awards.

Be sure to review and complete all required sections before submitting your application in Part 18.


SECTION A: General Eligibility and Performance Criteria(Compulsory)

PART 1  **GENERAL INFORMATION** * Please complete this part first to unlock the rest

PART 2  **CONTACT, BUSINESS & EMPLOYEE INFORMATION**

PART 3  **OVERALL EXPORT PERFORMANCE OF THE COMPANY**

PART 4  **PRODUCT/SERVICE DETAILS FOR SECTORAL AWARDS**

PART 5  **ENVIRONMENTAL SUSTAINABILITY AND CORPORATE SOCIAL RESPONSIBILITY**

PART 6  **VALUE ADDITION**

SECTION B: Award-Specific Criteria

From this point onward, please complete only the sections applicable to the specific award category under which you are applying, namely the "Organic Agriculture Product Sector Award" and/or the Overall Awards.

PART 7 **ORGANIC AGRICULTURE SECTOR**

PART 8 **NET FOREIGN EXCHANGE EARNINGS**

PART 9 **MARKET DIVERSIFICATION**

PART 10 **COMMERCIAL SUCCESS IN BRANDING**

PART 11 **CONTRIBUTION FROM THE REGIONS TO EXPORT SUPPLY CHAIN**

PART 12 **SUSTAINABLE DEVELOPMENT IN EXPORTS**

PART 13 **INNOVATIONS**

PART 14 **PRODUCT DIVERSIFICATION**

PART 15 **WOMEN ENTREPRENEURSHIP**

PART 16 **EMERGING EXPORTER OF THE YEAR**

PART 17 **BEST SME EXPORTER OF THE YEAR**

PART 18 **FINISH & SUBMIT THE APPLICATION**

1 General Information

PEA Year 2025/26

Name of the Applicant Company

Address

Telephone No.

Fax

E-mail Address(enter only one valid email address)

Website

Year of Establishment

Year of Commencement of Exports

TIN Number

Legal Status

EDB Reg. No. if any

Details of the Head of the Company

Title

Name

Designation

Address

Telephone No. - Office

Mobile No.

Fax No.

E-mail Address(enter only one valid email address)

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2 Contact, Employees & Business Information

PEA Year 2025/26

Contact Person for further information on this Application

Name of Contact Person (Mr./Ms.)

Designation.

Telephone

Mobile No.

Fax

Email

Employee Information

Number of Employees as at 31st December 2025

Number of new employees recruited during April 2025- March 2026

The number of employees should be consistent with the EPF/ETF documents submitted as at 31st December 2025

Business Information

Business Registration No. :

(Please provide a copy of Business Registration/Certificate of Incorporation)

Ownership as at 31.03.2026(State Percentage of Equity):

Local

Foreign

Location of Parent Company :

No. of Branches in other countries other than Sri Lanka:

Name of Country

No. of Branches



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3 Overall Export Performance of the Company

PEA Year 2025/26

All currency values must be entered in either USD or LKR, depending on the requirement. For example, if your Export Turnover is 1 million USD, enter it as 1000000.00; if Total Company Revenue is Rs. 1 million, enter it as 1000000.00.

	April 2023 – March 2024	April 2024 – March 2025	April 2025 – March 2026
Export Turnover(FOB) USD	0.00	0.00	0.00
Export Proceed Repatriation(FOB) USD	0.00	0.00	0.00
Total Company Revenue (Rs.)	0.00	0.00	0.00
Total CSR Expenditure of the company (Rs.)	0.00	0.00	0.00

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4 Product/Service Details For Sectoral Awards

PEA Year 2025/26

Export performance in respect of the Product/Service Sector

i All currency values must be entered in USD. For example, if your export value is 1 million USD, enter it as 1000000.00.

***** I confirm and agree to apply for the Product/Service Details For Sectoral Awards.

Products or services sectors you wish to apply	Export Value (FOB) (USD)			No. of Export Markets for the PEA Year 2025/26	
	April 2023 – March 2024	April 2024 – March 2025	April 2025 – March 2026		
<input type="text" value="-Select Product Sector-"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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5 Environmental Sustainability and Corporate Social Responsibility

PEA Year 2025/26

Sustainable initiatives taken during the PEA Year(2025/26) :

1/200 words

Environmental and Sustainability Standards and Certificates Obtained (please attach the certificates, ensuring they are properly numbered)

- ISO 14001 - Environmental Management System
- ISO 50001 - Energy Management System
- ISO 14064 - Greenhouse Gas Emissions Reporting
- Carbon Neutral / Carbon Footprint Certification
- Sri Lanka Green Label Environmentally Friendly Product Certification

If you have any other environmental or sustainability certifications, please mention them below:

1/200 words

What are the CSR Activities implemented during the PEA year

1/200 words

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6 Value Addition

PEA Year 2025/26

i All amounts must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

	April 2024 – March 2025 (USD)		April 2025 – March 2026 (USD)	
	Total	Export related	Total	Export related
Turnover (A)	0.00	0.00	0.00	0.00
Net Profit before Tax (B)	0.00	0.00	0.00	0.00
Cost of Employment including EPF, ETF and Bonus etc. (Please mention a breakdown of the cost of employment) (C)	0.00	0.00	0.00	0.00
Depreciation/Amortization of Non-Current assets (D)	0.00	0.00	0.00	0.00
Loss on disposal of Fixed Assets (E)	0.00	0.00	0.00	0.00
Finance Expense (F)	0.00	0.00	0.00	0.00
Deductions				
Gain on disposal of Fixed Assets (G)	0.00	0.00	0.00	0.00
Finance Income (H)	0.00	0.00	0.00	0.00
Total Value Addition [B+C+D+E+F - (G+H)]	0.00	0.00	0.00	0.00
Value Addition as a Percentage of Turnover $\{[B+C+D+E+F - (G+H)]/ A\}$	0.00	0.00	0.00	0.00

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7 Organic Agriculture Sector

PEA Year 2025/26

Only the companies who wish to apply for “Organic Agriculture Product Sector Award” should submit the following details

1 All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

* I confirm and agree to apply for the Organic Agriculture Product Sector Award.

Export quantity and the value of Organic Agriculture Products (Give details for each product)

Name of the Organic Product	Export Quantity & Value (FOB) (USD)						No. of Markets during the PEA year 2025/26		
	April 2023 – March 2024		April 2024 – March 2025		April 2025 – March 2026				
	Quantity MT	Value USD	Quantity MT	Value USD	Quantity MT	Value USD			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/>	<input type="button" value="x"/>

Please provide following details on Organic Certificates obtained by your company

Name of the Organic Certification	Name of the Certified Institute	Scope of Certificate	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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8 Net Foreign Exchange Earnings

PEA Year 2025/26

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

* I confirm and agree to apply for the Net Foreign Exchange Earnings Award.

	April 2025 – March 2026 (USD)	
(A) TOTAL FOB VALUE OF EXPORTS		0.00
(B) Aggregate of following costs attributable to above turnover A		
(i) CIF Value of Direct Imported Inputs	0.00	
(ii) Cost of Locally Purchased Imported Inputs	0.00	
(iii)Energy Consumed for Manufacture & Export [25% of Cost of Electricity Consumed (Foreign Component) + 60% of cost of Fuel Consumed(Foreign Component)]	0.00	
(iv)Depreciation of Imported Capital Goods	0.00	
(v) Repatriation of Profits	0.00	
(vi)Salary Payments in foreign Currency for Consultant/s	0.00	
(vii)Royalty Payment	0.00	
(viii)Other Cost of Services made in foreign currency	0.00	
(C) TOTAL DEDUCTIONS UNDER ABOVE B		0.00
(D) NET FOREIGN EXCHANGE EARNINGS (A-B)		0.00
(E) REPATRIATION OF FOREIGN EXCHANGE EARNED THROUGH THE OFFSHORE BUSINESSES (IF ANY) (remittances should be verified through the bank statements)		0.00
(F) TOTAL NET FOREIGN EXCHANGE EARNINGS (D + E)		0.00

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9 Market Diversification

PEA Year 2025/26

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

***** I confirm and agree to apply for the Market Diversified Exporter of the Year.

	April 2024 – March 2025	April 2025 – March 2026
No. of Export Markets with Value of US\$ 100,000 or More(Countries)	<input type="text"/>	<input type="text"/>

Emerging Markets with Value of US\$ 100,000 or More (Please refer PEA Evaluation Criteria to see the list of Emerging Markets)	Export Value (FOB) (USD)		
	April 2024 – March 2025	April 2025 – March 2026	
<input type="text" value="-Select Country-"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

New Export Markets (Countries) entered during April 2025 – March 2026	Export Value (FOB) (USD)	
	April 2025 – March 2026	
<input type="text" value="-Select Country-"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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1 0 Commercial Success in Branding

PEA Year 2025/26

Companies who wish to apply for "Globally Outreached Sri Lankan Brand of the Year" Overall Award should submit the below information

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

***** I confirm and agree to apply for the Globally Outreached Sri Lankan Brand of the Year.

Name of the Company Owned/Sri Lankan Brands	Export Value (FOB) (USD)		No. of countries where the brand reached during the PEA year (2025/26)	
	April 2024 - March 2025	April 2025 - March 2026		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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1 1 Contribution from the Regions to Export Supply Chain

PEA Year 2025/26

Companies who wish to apply for "Contributor from the Regions to the Export Supply Chain" Overall Award should submit the below information

* I confirm and agree to apply for the Contributor from the Regions to the Export Supply Chain Award.

Location of Production Facilities Outside Colombo, Gampaha & Kalutara Districts.

District	Location(Address)	No. of Employee	
<input type="text" value="-Select District-"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

Sub Contracting

District	Location(Address)	No of People Engaged in Production	
<input type="text" value="-Select District-"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

Farmer Clusters

District	Location(Address)	No of Out Growers	
<input type="text" value="-Select District-"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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1 2 Sustainable Development in Exports

PEA Year 2025/26

Companies who wish to apply for "Contributor to Sustainable Development in Exports" Overall Award should submit the below information

* I confirm and agree to apply for the Contributor to Sustainable Development in Exports Award.

1. Economic Indicators						
1.1	Total Revenue of the company for year 2025/26 (Rs.) :	<input type="text" value="0.00"/>				
1.2	Profit before tax for the year 2025/26 (Rs.) :	<input type="text" value="0.00"/>				
1.3	Profit after tax for the year 2025/26 (Rs.) :	<input type="text" value="0.00"/>				
1.4	The company productivity:(Cost of Production/ No. of Units produced)	<table border="1"> <thead> <tr> <th>Cost per unit April 2024 – March 2025</th> <th>Cost per unit April 2025 – March 2026</th> </tr> </thead> <tbody> <tr> <td><input type="text" value="0.00"/></td> <td><input type="text" value="0.00"/></td> </tr> </tbody> </table>	Cost per unit April 2024 – March 2025	Cost per unit April 2025 – March 2026	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Cost per unit April 2024 – March 2025	Cost per unit April 2025 – March 2026					
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>					
1.5	The number of innovative products/ services launched to the market during 2025/26 :	<input type="text"/>				
1.6	R & D expenses for new products or improve existing ones for export markets during the year 2025/26 (Rs.) :	<input type="text" value="0.00"/>				
1.7	No. of Employees left during April 2025 – March 2026:	<input type="text"/>				
1.8	Average No. of Employees during April 2025 – March 2026:	<input type="text" value="0.00"/>				
1.9	Average No. of Employees during April 2024 – March 2025:	<input type="text" value="0.00"/>				
2. Social Indicators						
2.1	Expenditure on CSR (Corporate Social Responsibility) Activities during 2025/26 (Rs.) :	<input type="text" value="0.00"/>				
2.2	Whether comply to the labour laws:	<input type="text" value="--"/>				
2.3	Number of fatal occupational injuries reported:	<input type="text"/>				
2.4	Number of non - fatal occupational injuries reported:	<input type="text"/>				
2.5	What measures does the company have in place to monitor and control employees' exposure to harmful substances such as smoke, chemicals, and radiation in the production process, and how does it ensure the safety and wellbeing of workers in these environments?	<div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>1/200 words</p>				
2.6	Has the company established a child care center or made provisions for employees to obtain such Services externally?	<div style="border: 1px solid black; height: 100px; width: 100%;"></div> <p>1/200 words</p>				
2.7	Has the company provided Women's Feeding Rooms or sick rooms for employees, and are these rooms fully accessible to all women, including those with physical disabilities?	<input type="text" value="--"/>				
2.8	What is the role of the low-income people involved in the business?	<input type="checkbox"/> Low-income people involved as labour <input type="checkbox"/> Low-income people involved as suppliers/retailers/distributors <input type="checkbox"/> Low-income people involved as shareholders				
2.9	Does the company have a system to monitor, investigate, and resolve reports of harassment effectively?	<input type="text" value="--"/>				
2.10	Does the company employ differently-abled individuals and provide a disability-friendly work environment?	<input type="text" value="--"/>				
2.11	Female share of employment in executive grade and above positions (Lower,	<input type="text"/>				

1/200 words

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1 3 Innovations

PEA Year 2025/26

Companies who wish to apply for "Innovative Export Product/Service of the Year" Overall Award should submit the below information

Please note that you may apply only for the most potential innovative Product/Service which has a higher chance of winning and this Product/Service must have been exported for the first time during the financial year 2024/25.

I confirm and agree to apply for the Innovative Export Product/Service of the Year.

Select an Innovative Award to which you wish to apply

1. Innovative Product/Service Description:

1.1 Product/Service Innovation Details :

Details of the Innovation Product

1/100 words

1.2 Degree of novelty

- New to you
 New to the country
 New to the region
 New to the world

1.3 Describe the superior feature/s of the product/service compared to what is already in the export market:

1/100 words

2. Research & Development Effort for the product/service:

2.1 High- end technologies used to develop the product/service?

1/100 words

2.2 Explain your research partnership/s if any (in-house, Collaborative (Local/Foreign), Joint or Commissioned research with universities, research institutes or any other party)

1/100 words

2.3 Is the technology or a part of the technology used in this product/service, transferred from a third party

2.3.1 If yes, please state the technology transfer details.

1/100 words

2.4 Has any recognition received for related R&D with regard to the export product (Awards/ appreciations, etc.)?

1/100 words

2.5 Has any R&D effort taken to make the product eco-friendly?

1/100 words

2.6 Any other relevant information

1/100 words

3. Intellectual Property Rights (IPR):

3.1 Is the product protected by any IPR?

--

3.2 If Yes, state the IPR details

3.2.1. Patent (Granted or Applied)

1/100 words

3.2.2. Industrial design (Granted or Applied)

1/100 words

3.2.3. Trademarks (Granted or Applied)

1/100 words

3.2.4. Any Other IPR

1/100 words

4 Sustainability feature of the product:

4.1 Impact to Social & environmental sustainability:

1/100 words

4.2 Degree of Circular economy concept utilized:

1/100 words

4.3 Environmental/ Sustainability certificates and accreditation Details

1/100 words

5 Product Export Details:

5.1 H.S. Code:

5.2 No. of Countries Exported:

5.3 Export turnover for the product/service(USD) 2025/26:

5.4 Strategic business plan including upcoming orders (for next 3 years):
The detailed Business plan should be submitted to the printed copy when submitting the application.

1/100 words

5.5 Any other relevant information


1/100 words

6

Quality and regulatory compliance:

6.1

Please specify the relevant product quality certificates and documents (attach scanned copies)



1/100 words

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1 4 Product Diversification

PEA Year 2025/26

Companies who wish to apply for "Best Exporter in Product Diversification" Overall Award should submit the below information

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

* I confirm and agree to apply for the Best Exporter in Product Diversification Award.

Details of the Products exported by the company

HS Code of the Product(H.S. 6 Level)	Name of the product exported with the value of USD 100,000 or more	Export Value (FOB) (USD)			
		April 2023 – March 2024	April 2024 – March 2025	April 2025 – March 2026	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

New products introduced to the company's product basket and exported during the PEA year

Name of the New Product Exported during the PEA year (2025/26)	HS Code of the New Product(H.S. 6 Level)	Export Value (FOB) April 2025 – March 2026(USD)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="x"/>

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1 5 Women Entrepreneurship

PEA Year 2025/26

Companies who wish to apply for "Women Exporter of the Year" Overall Award should submit the below information

* I confirm and agree to apply for the Woman Exporter of the Year.

Name of the Women Entrepreneur :

Designation :

If you select 'Other' as your designation, please enter the details here.

Percentage of Shareholding of the Woman Entrepreneur(%) :

You are kindly requested to submit a scanned copy of the relevant legal document to verify the percentage of shareholding of the woman entrepreneur

Role of the Women Entrepreneur:

Telephone

Mobile No

Fax

Email

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1 6 Emerging Exporter of the Year

PEA Year 2025/26

Companies who wish to apply for "Emerging Exporter of the Year" Overall Award should submit the below information

(Please refer PEA Guidelines to see the eligibility criteria for this Award)

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

* I confirm and agree to apply for the Emerging Exporter of the Year.

Export Value (FOB) for past 3 Financial Years(Should be less than or equal USD 3.29 Mn)			Export Value (FOB) for PEA Year (Should be greater than USD 3.29 Mn)
April 2022 – March 2023 USD	April 2023 – March 2024 USD	April 2024 – March 2025 USD	April 2025 – March 2026 USD
0.00	0.00	0.00	0.00

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1 7 Best SME Exporter of the Year

PEA Year 2025/26

Companies who wish to apply for "Best SME Exporter of the Year" Overall Award should submit the below information

(Please refer PEA Guidelines to see the eligibility criteria for this Award)

i All currency values must be in USD. For example, if your export value is 1 million USD, you should enter it as 1000000.00

***** I confirm and agree to apply for the Best SME Exporter of the Year.

Select an Best SME Exporter Award to which you wish to apply		<input type="text" value="--"/>	
Export Value (FOB) (should be less than or equal USD 3.29 Mn each year)			
April 2022 – March 2023 USD	April 2023 – March 2024 USD	April 2024 – March 2025 USD	April 2025 – March 2026 USD
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>

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PEA Year 2025/26

Review Your Application and Confirm the Submission

Read carefully before proceeding with your submission

You must review your application before final submission. To do so, click "[Review My Application](#)."

After reviewing your application, if you are ready to proceed, click "Confirm final submission." Please be aware that once submitted, the application cannot be edited or modified further.

If you prefer to make changes at a later stage, select "Save and edit later."

To complete the submission process to EDB, you are required to download and print the application and submit it along with the necessary supporting documents.

✔ Copy of Business Registration / Certificate of Incorporation

✔ Audited financial statements for the financial year ending 31st March 2026

✔ Copy of Form C1 or e-payment receipts for December 2025 issued by EPF/ETF

✔ Confirmation from Bank/s receipt of export proceeds for 31st March 2026

[Download Format](#)

✔ Signature of Applicant (Chairman/CEO/Partner/Proprietor)

✔ Validation by Company Auditors with Rubber Stamp

✔ Globally Outreached Sri Lankan Brand of the Year:

- a) Brand Registration
- b) Quality/Management Certificates

✔ Contributor to Sustainable Development in Exports:

- Environmental & Sustainability Certifications
- CSR Activity Evidence

✔ Innovative Export Product of the Year:

- IPR Certificates
- 3-Year Strategic Business Plan

✔ Organic Agriculture Products:

- Organic Certificates

✔ Receipt of application fee for 2025/26 (Rs. 25,000/=)

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[Save and Edit later](#)

[Confirm Final Submission](#)