	<h1 style="text-align: center;">Profiling and Qualifying of Accounts</h1> <h2 style="text-align: center;">Policies and Procedures</h2>		Document Number: 2P-GL-12.01
	Department: Global - Sales	Effective Date: January 31, 2023	Revision No 5

Scope

This document covers the policies and procedures in profiling and qualifying of accounts from gathering of information, setting-up meetings, until enlisting of qualified accounts.

Ownership

The Business Development Manager/Sales Manager/Account Executive/Sales In-charge is responsible for ensuring that this document is cascaded to all concerned personnel and that it reflects actual practice.


Policies

1. At least forty (40) prospect accounts per month.
2. The following information shall be obtained for a prospect account:
 - Name of the company and the nature of its business.
 - Name, position title, contact numbers (if available)
3. If an account has local logistics business opportunities, endorsement of potential sales lead for other Business units (BU) shall be done through email or phone communication to the Business Unit (BU) or Business Development Manager (BDM).

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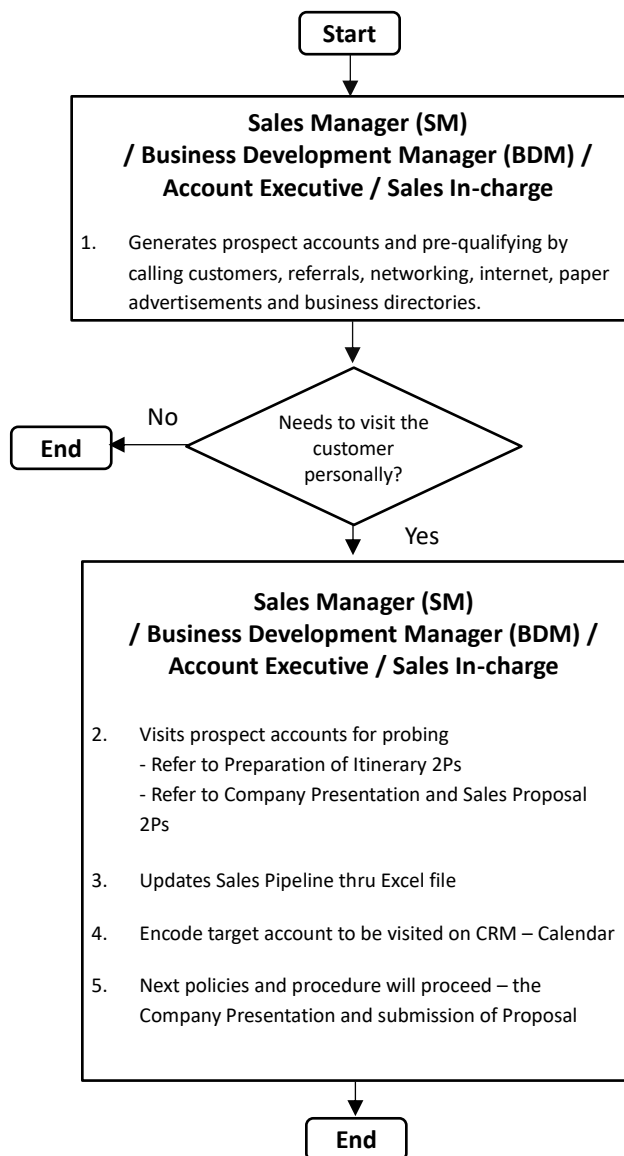
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 F2 GLOBAL LOGISTICS <small>LET'S MOVE. NOW.</small>	<h1 style="text-align: center;">Profiling and Qualifying of Accounts</h1> <h2 style="text-align: center;">Policies and Procedures</h2>	Document Number: 2P-GL-12.01
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