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SECTION I: EXECUTIVE SUMMARY

- A 4-9 page synopsis of key sections.

SECTION II: OWNERSHIP

- Background of parent companies, private owners, and shareholder information.

SECTION III: BUSINESS EVOLUTION

- History of the company's formation, which is important to understanding the corporate culture, management mentality, and future strategies.
- Business evolution milestone charts.

SECTION IV: ORGANIZATION AND MANAGEMENT

- Most recent acquisitions, divestitures, and organizational changes.
- Current organizational structure.
- Background of senior managers.

SECTION V: MAJOR FACILITIES AND EMPLOYEES

- Production, compounding, creative, and R&D facilities by country.
- Workforce size.

SECTION VI: PRODUCT PORTFOLIO AND TECHNOLOGICAL KNOW-HOW

- Major products and services, including fragrances (fine, technical), flavors, aroma-chemicals (high-volume standard products, high-volume specialties, low-volume specialties), essential oils, and others.
- Know-how in chemical technology, biotechnology, aromacology and related fields.

SECTION VII: MARKETING CAPABILITIES

- Sales force size by country.
- Major sale office locations.
- Marketing tactics.

SECTION VIII: FINANCIAL ANALYSIS

- Sales estimates by product category and geographic region.
- Five-year sales and operating profit performance.

SECTION IX: STRENGTHS AND WEAKNESSES

- Organizational
- Technological
- Marketing
- Financial

SECTION X: STRATEGIC DIRECTION

- Business goals and strategies, including internal expansion, acquisitions, and divestitures.