

*Grazing-Land and Animal Feed Resources (Registration  
of Premises)*

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THE GRAZING-LAND AND ANIMAL FEED RESOURCES ACT  
(CAP. 180)

REGULATIONS

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*G.N. No. 56 (contd.)*

THE GRAZING-LAND AND ANIMAL FEED RESOURCES ACT  
(CAP. 180)

REGULATIONS

*(Made under section 44)*

THE GRAZING-LAND AND ANIMAL FEED RESOURCES  
(REGISTRATION OF PREMISES) REGULATIONS, 2013

PART I

PRELIMINARY PROVISIONS

- Citation                    1. These Regulations may be cited as the Grazing-Land and Animal Feed Resources (Registration of Premises) Regulations, 2013.
- Applica-                    2. These Regulations shall apply to Mainland  
tion                            Tanzania.
- Interpre-                    3. In these Regulations unless the context otherwise  
tation                        requires-
- Cap. 180                    "Act" means Grazing-land and Animal Feed Resources Act;  
                                  "Director" means the Director responsible for grazing-land  
                                  utilization and animal feed resources;  
                                  "Inspector" means an inspector appointed under section 7(1)  
                                  of the Act;  
                                  "Minister" means the Minister responsible for livestock;  
                                  "manufacture" means, to process, grind, mix, package or  
                                  blend feed for distribution;

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“premises” means any land, building vehicle and vessel or any part thereof, or receptacle whatsoever for the purpose of manufacturing, selling, transporting or in any way connected with the handling of animal, and animal feeds, feed resources; and

“whole sale” means the sale of animal feeds in large quantities for resale purposes.

PART II  
PROCEDURES FOR REGISTRATION OF PREMISES

Applica-  
tion  
for  
registra-  
tion

4. -(1) A person who wishes to register a premises for manufacturing or whole selling of animal feed resources shall make an application to the Director by using an application form provided in the First Schedule.

(2) The premises shall be registered in accordance with provisions of section 22 of the Act.

Categories  
of animal  
feed  
resources  
premises

5.-(1) The premises shall be in various categories based on tons of product made or sold as indicated in the Second Schedule to these Regulations.

(2) The Director may, where necessary prescribe any other type or category of premises which is not prescribed in the Schedule;

Applica-  
tion fees

6.-(1) The owner or occupier of premises who wishes to obtain registration under these Regulations shall obtain an application form as shown on the First Schedule to these regulations from the Inspector on behalf of the Director, upon

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payment of such application fees in accordance to the categories shown in the Second Schedule of these regulations.

(2) Any payment made under sub-regulation (1) shall be non-refundable.

(3) The application form for registration of premises shall be as shown on the First Schedule to these regulations and shall contain-

- (a) Name and address of the applicant;
- (b) Name of the premises and the physical address;
- (c) Name and qualification of the animal feed scientist; and
- (d) Such other information as may be required.

Certificates and other documents

7.-(1) An applicant under these Regulations shall, in addition to application form be required to attach the documents attached in the First schedule.

(2) The Director may, if he is not satisfied with copies of certificates or documents submitted by an applicant, require the applicant to submit original certificates for perusal.

Reference of matter to the Director

8. The Director shall, after scrutinizing the application form, relevant certificates and other documents as submitted by the applicant under these Regulations, shall-

- (a) make decision in respect of the application; and
- (b) prepare a formal reply to the applicant indicating whether accepted for registration or not, giving reasons thereof.

Location, layout and construction of premises

9.-(1) The premises shall be located away from environmentally polluted areas and shall be of suitable design, layout and constructed to facilitate smooth operations and sanitary animal feed production as stipulated in Fifth

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Schedule.

- (2) The premises shall-
- (a) preferably be located away from residential areas;
  - (b) have adequate space for storage of raw materials and finished products;
  - (c) have adequate areas, either by partitions by any effective means for those operations which may cause contamination;
  - (d) have adequate ventilation or control equipment such that they don't create conditions that contribute to feed contamination;
  - (e) have adequate lighting;
  - (f) be protected from birds, animals and vermin including but not limited to, insects and rodents;
  - (g) have a reliable source of water;
  - (h) have a proper sewerage or drainage system;
  - (i) have adequate and convenient facilities for hygienic practices like wash rooms, changing rooms and disinfecting areas for employees before getting in the premises to avoid contamination from outside;
  - (j) the floor, walls and ceiling of animal feed premises shall be constructed to allow adequate cleanliness, repair and shall be free from pits or holes and crevices;
  - (k) aisles or working spaces between equipment and walls shall be unobstructed and of sufficient width to permit employees to perform their duties without contaminating the animal feed in any way;

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- (l) construction of animal feed premises shall allow for storage of raw materials, processing, manufacturing, packing and storage of finished feed to avoid unnecessary contamination; and
- (m) have a well detailed Standard Operating Procedures (SOP) for the premises where applicable.

Registra-  
tion fee

10. An applicant shall, upon being accepted for registration, be required to pay a registration fee according to the categories shown under Second Schedule.

Certifica-  
tes of  
registra-  
tion and  
permit

11.-(1) The Director shall issue a certificate of registration in respect to such animal feed premises and shall be in the form prescribed in the Third Schedule to these Regulations.

(2) The registration certificate shall prescribe such terms and conditions as may be preferred by the Director to be observed in respect of the premises.

(3) The operating permit shall be as prescribed in the Fourth Schedule and shall be for the calendar year (1 January to December 31).

Register  
of animal  
feed  
premises

12.-(1) The Director shall cause to be kept and maintain a register of all registered animal feed premises.

(2) The Director shall update the premises register by issuing an operating permit after the owner or occupier of the animal feed premises has paid annual renewal fees.

(3) Where the owner or occupier fails to pay a renewal fees and do not have the operating permit, he shall be committing an offence and the Director shall remove the name of such premises from the register book.

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Publica-  
tion of  
registered  
animal  
feed  
premises

13. The Director shall after registration of animal feed premises cause to be published annually in the Gazette the names and, addresses of all registered animal feed premises under these Regulations.

Validity  
of  
certificate  
of  
registra-  
tion and  
permit

14.-(1) The certificate of registration issued under these regulations shall be valid as long as the annual renewal fee is paid and an operating permit issued.

(2) Where the owner of animal feed premises is operating without a permit, commits an offence and the Director shall issue a notice of an intention of closing the premises in three months to the owner or occupier.

Failure to  
pay  
renewal  
fee

15. Subject to regulation 14 (2) the Director shall close animal feed premises if the owner or occupier of the premises fails to pay the renewal fees.

PART III  
SUSPENSION AND CANCELLATION OF PERMIT AND  
CERTIFICATE OF REGISTRATION

Suspe-  
nsion of  
permit

16.-(1) The Director may, where the owner or occupier of the premises fails to observe the terms and conditions imposed on operating the premises, suspend the operating permit any time before the date of expiry.

(2) Where the operating permit is suspended by the Director under these Regulations, the owner or occupier of the premises shall with effect from the date of suspension of the permit -



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- (a) stop temporarily to operate the premises; and
- (b) rectify the conditions of the premises as per inspectors recommendations and time given.
- (3) Subject to compliance of sub-regulation (2) (b), the owner or occupier of the premises shall continue with the manufacturing or whole selling of animal feeds.

Cancela-  
tion of  
certificate  
of  
registra-  
tion

17. Where the owner or occupier of the animal premises fails to comply to sub-regulation (2) (b) and the permit expires, the Director shall cancel the registration certificate of the premises and hence close the premises.

Right of  
appeal

18. The owner or occupier who is aggrieved by the decision of the Director under these Regulations shall have the right to appeal to the Minister.

Procedure  
for appeal

- 19.-(1) An applicant-
- (a) whose application for registration or renewal of operating permit is not granted; or
  - (b) whose operating permit and hence the certificate of registration is cancelled, may within thirty days from the date of the decision of the Director appeal against the decision.
- (2) An appeal under sub-regulation (1) shall be filed to the Minister together with a copy of inspectors report and decision of the Director.
- (3) The Minister shall after receiving an appeal under sub-regulation (2) consider the matter and may-
- (a) vary or affirm the decision of the Director; and
  - (b) require the Director to revise or review his decision.

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Decision of the Minister to be final                      20. The Minister shall within thirty days from the date of receiving an appeal from the applicant, consider and determine the matter and his decision shall be final.

Amendment of fees                                      21. The Minister may amend such fees in these regulation from time to time as deem to be fit.

PART IV  
GENERAL PROVISIONS

Certificate of Good Manufacturing Practices                      22.-(1) The owner or occupier of manufacturing premises, who requires a certificate of Good Manufacturing Practice or a letter of recommendation from the Director for the purpose of export of animal feed resources, shall apply to the Director stating the reasons for such recommendations.

(2) The Director shall, after receiving an application under sub-regulation (1), issue the certificate basing on the status of the premises in question.

Offences and penalties                                      23.-(1) Any person who-

- (a) engage in manufacturing or whole selling of animal feed resources in premises without registration; or
- (b) for the purpose of obtaining registration-
  - (i) produce any false documents; or
  - (ii) makes false statement to the Director, commit an offence.

(2) Any person who contravenes any provision of these Regulations commits an offence and shall on conviction be liable to a fine not exceeding one million shillings or to imprisonment for a term not exceeding six month or both.

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FIRST SCHEDULE

(Made under Regulation 4(1))

APPLICATION FORM FOR REGISTRATION OF PREMISES

Director

I/We hereby apply for registration of premises

Name of applicant.....

Postal address.....

Physical address (street/village, plot number).....

Category of business: Large /Medium/Small scale

The business will be under the supervision of..... (if applicable)

Documents to be attached:

- (a) certified copy of a certificate of the animal feed scientist
- (b) copy of layout of the proposed premises
- (c) a copy of authorization letter from an agency responsible for environments where applicable
- (d) inspection report of the premises
- (e) Receipt for the application fee

I hereby certify that the information given above are true and correct to the best of my knowledge. I agree to comply with the provisions of the Act No.13 of 2010 and all regulations promulgated there under.

Note: False declaration constitute an offence.

Date..... Signature of applicant .....

FOR OFFICIAL USE ONLY:

Registration granted: Registration No.....

Approved by Director on.....

Not granted:

Reasons:.....

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*(Made under Regulation 5(1))*

**CATEGORIES OF ANIMAL FEEDS PREMISES AND RELATED FEES**

Category	Volume of production/sale tons per year	Application fees Tshs.	Registration Fees Tshs.	Renewal Fees Tshs.
Large scale	3,000 & above	10,000.00	50,000.00	30,000.00
Medium scale	500 - 3,000	10,000.00	30,000.00	20,000.00
Small scale	0 - 500	10,000.00	20,000.00	10,000.00

Note: The above criteria and related fees are subject to change depending on the prevailing circumstances

**THIRD SCHEDULE**

*(Made under Regulation 11 (1))*

**CERTIFICATE OF REGISTRATION**

Registration No.....

This certify that the premises owned/occupied by..... located at.....has been registered to be used for manufacturing/ whole selling animal feeds on the ..... day of ..... of the year.....

Subject to the following conditions:

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1. This certificate is not transferable to other premises or to other person/occupier
2. Any change in the ownership of registered premises shall automatically invalidate the certificate
3. This certificate is to be conspicuously displayed in the registered premises
4. The business is to be conducted in compliancy to Good Manufacturing Practices/ Whole selling requirements

(SEAL STAMP)

.....  
Date

.....  
Signature of Director

Note: This certificate remains evidence of registration only as long as the holder pays annual renewal fee.

—————  
FOURTH SCHEDULE  
—————

*(Made under Regulation 11(3))*

—————  
OPERATING PERMIT  
—————

Permit is hereby granted to MS.....of P. O. Box ..... to operate a  
..... at the premises situated at.....Street/Village  
on Plot No.....

This Permit shall have and continue to have effect from and including the date when it is issued  
until ceases to have effect on 31<sup>st</sup> December, .....(year).

Issued on .....(date) fees paid Tshs.....  
Receipt No.....dated.....

(SEAL STAMP)

.....  
Date

.....  
Signature of Director

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CONDITIONS

1. This permit is not transferable
2. This permit authorizes the holder to obtain a business license
3. Change of location of the premises invalidate this permit

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FIFTH SCHEDULE

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*(Made under Regulation 9(1))*

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ANIMAL FEED PREMISES INSPECTION CHECKLIST

1. General information
  - 1.0 Name of premises.....
  - 1.1 Physical address of premises.....
  - 1.2 Postal Address.....Tel No.....Fax.....Email.....
  - 1.3 Registration number of the premises.....(Where applicable)
  - 1.4 Category of premises.....
  
2. Supervision
  - 2.1. Name of animal feed scientist.....  
(Applicable for manufacturing premises)
  - 2.2. Address of the animal feed scientist.....  
Tel No. ....fax.....Email.....
  
3. Layout
  - 1.1. Manufacturing premises
    - Office.
    - Changing room
    - Stores:  
Store for raw materials  
Store for finished products.....
    - Processing room.....
    - Equipment .....
    - Power and water supply.....
    - Toilet facilities.....

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- Walls, floor and ceiling
- Lighting and ventilation

1.2. Whole selling Premises

- Office
- Stores for finished products
- Walls, floor and ceiling
- Lighting and ventilation
- Toilet facilities

4. Recommendations

.....  
.....  
.....

Name of Inspector(s)

1. ....  
2. ....

Signature.....

Signature.....

Name of owner/supervisor.....

Signature.....

Date of inspection.....

Note: This form must be filled in duplicate, one copy must be given to the owner or supervisor of the premises and the original be sent to the Director

Dar es Salaam,  
28<sup>th</sup> February, 2013

DAVID MATHAYO DAVID,  
*Minister for Livestock and Fisheries Development*