

THE UNITED REPUBLIC OF TANZANIA



COFFEE INDUSTRY ACT
(No. 23 of 2001)

THE TANZANIA COFFEE INDUSTRY REGULATIONS, 2003

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Reg. No.

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SCHEDULES

(No. 23 of 2001)

COFFEE INDUSTRY ACT

REGULATIONS

Made under section 35

THE TANZANIA COFFEE INDUSTRY REGULATIONS, 2003

PART I

PRELIMINARY PROVISIONS

Citation and commencement

1. These Regulations may be cited as “The Tanzania Coffee Industry Regulations, 2003” and shall be deemed to have come into operation on the first day of January 2003.

Application

2. These Regulations shall apply to any type or grade of coffee grown or brought into Tanzania for trade purposes, but shall not apply to coffee in transit.

Interpretation

3. In these regulations, unless the context requires otherwise:-

No. 23 of 2001

“Act” means The Coffee Industry Act, No. 23 of 2001;

“Agent” means any person working on behalf of a person licensed to conduct coffee business under the Act or under these regulations;

“Authorized officer” means an officer appointed by the Director to act on behalf of the Director or the Board and who is charged with duties of inspection;

“Board” means the Tanzania Coffee Board, established under section 3 of the Act;

“Coffee in transit” means coffee brought into Tanzania from one country for purposes of being transported to a third country;

“Coffee seed” in relation to planting, includes coffee seedlings;

“Coffee year” means the International Coffee Organization year, which ends on the 30th day of September each year;

“Coffee by-products” include roasted coffee, instant coffee and ground coffee;

“Declare” means inform or announce to the public through the fastest media, accessible by the public;

“Director” means Director responsible for Crop Development;

“Exporter” means a person or body licensed by the Board as coffee exporter.

“Factory” means a plant or industrial unit used for processing coffee, with a capacity of processing more than 1.5 tons of coffee per hour;

“Inspecting officer” means an officer of the Board or an authorized officer;
“Minister” means the Minister responsible for agriculture and the word
“Ministry” shall be construed accordingly;

“Prescribe” means prescribe in these regulations or by notice published in the
Government *gazette*;

“Primary processing” means processing ripe cherries by using the following
methods:

- (a) pulping;
- (b) fermentation;
- (c) washing;
- (d) drying.

“Private coffee buyer” means any person or body of persons licensed by the
Board to buy coffee from farmers;

“pulper” means premises equipped with mechanically operated machinery
for processing ripe coffee cherries into parchment coffee;

“ripe cherries” means coffee cherries, which have are red in colour;

“Quality controller” means a liquorer licensed by the Board;

“Secondary processing” means processing coffee by using the following
methods;

- (a) curing;
- (b) hulling;
- (c) roasting;
- (d) grinding.

“Standard weight” means a bag of 60 Kgs. net, of clean coffee plus 1.1 Kgs.
of empty bag.

**Relationship between
the Board and other
stakeholders**

4. The Board shall be a unifying organ of various coffee industry stakeholders
and shall, through various fora, coordinate all stakeholders’ activities.

PART II

REGISTRATION OF COFFEE GROWERS

**Registration of Coffee
growers and issuance
of “GRNs”**

5. (1) For purposes of assisting the Board to control coffee quality and establish a
basis for planning and making appropriate estimates of inputs, extension services
and coffee growers’ credit requirements, the Board shall register all coffee
growers and all coffee growers shall avail themselves for registration by the
Board.

- (2) Upon registration, each grower shall be issued with a Growers Registration
Number, which shall be known by the acronym “GRN”.

- (3) The Board shall not charge any growers’ registration fee.

**Board to keep
registers of Coffee
growers**

6. The Board shall keep a register of all coffee growers.

**Particulars for
growers registration**

7. The Board shall enter in the register particulars of each coffee grower,
indicating:-

- (a) The full name and address of the coffee grower and in case of a
cooperative society or association, names and addresses of individual
members of such cooperative society or association;

- (b) Where the person who owns the land differs from the coffee grower, name and address of the owner;
- (c) Description of the location of the farm or field in sufficient detail to identify the farm, and where applicable, location of the farm or field in a general map of the area;
- (d) The name of the local administrative unit (district, ward or village) in which the field is located;
- (e) The estimated area in hectares of the whole farm, and the area planted with coffee on the date of its registration;
- (f) Where the person being registered has not yet planted coffee, the area that is proposed to be planted with coffee;
- (g) The average kilograms of coffee per season, normally produced by the grower or the estimated maximum quantity, the grower expects to produce;
- (h) Any other information, which may be deemed necessary for the purpose of registration

Qualification for registration as a grower

8. Before any person is registered by the Board as a coffee grower, the conditions specified hereunder shall be satisfied: -

- (a) A person to be registered shall either be already growing coffee at the time of registration or shall have proof of his intention to commence growing coffee within a period of six months, from the date of being registered;
- (b) The land where the coffee is grown or is to be grown shall have been evaluated by an authorized officer and deemed suitable for growing coffee.

Terms and conditions of registered Coffee grower

9. (1) Every coffee grower registered by the Board, shall comply with terms and conditions provided in paragraphs (a) and (b) of regulation 8.

(2) Every coffee grower shall comply with all rules and regulations for proper farming, husbandry and grading of coffee, as provided in part III and VII of these regulations and any other rules or guidelines, as may be prescribed by the Board from time to time.

De-registration of Coffee grower, appeal and re-registration

10. (1) The Board may, after being satisfied that a registered grower has failed to comply with the terms and conditions for registration, struck off the register the name of the grower.

(2) Any coffee grower aggrieved by the decision of the Board made pursuant to sub-regulation (1), may appeal to the Minister.

(3) Any person, who was registered as a coffee grower and subsequently de-registered by the Board may, at any time be re-registered, with additional

terms and conditions as the Board may specify.

Board may appoint registration agents

11. The Board may appoint persons from local government authorities, associations of coffee growers, cooperative societies, to be its agents in performing any or all activities pertaining to registration of coffee growers, on such terms and conditions as the Board may specify.

Agents to conform to regulations on registration, and penalty.

12. (1) Any agent of the Board appointed under regulation 11 shall perform registration activities specified by the Board in conformity to the provisions of these regulations.

(2) Any agent of the Board appointed under regulation 11, who fails or neglects to comply with the provisions of these regulations in carrying out registration activities, shall be guilty of an offence and on conviction shall be liable to a fine not exceeding two hundred thousand shillings for each count of failure or neglect.

PART III

COFFEE CULTIVATION AND HUSBANDRY

Control of importation of coffee seeds

13. (1) Persons intending to import coffee seeds into the country shall first obtain a permit in writing from the Director.

No. 13 of 1997

(2) Any person who contravenes the provisions of this regulation commits an offence and the seeds so imported shall be forfeited by the Director and destroyed according to relevant provisions of the Plant Protection Act, 1997.

Quarantine

14. (1) Subject to the existing laws on Plant Protection, the Director or an authorized officer may, by order under his hand and for purposes of preventing or controlling occurrence or spread of any pests or diseases of coffee within any area specified in that order: -

- a. prohibit or regulate the sowing of coffee seeds or any other crop specified in the order, which is known to harbor pests or disease; or
- b. prohibit the removal from any area coffee, seeds or any article, which in the opinion of the Director is likely to harbor pests or disease of coffee, or;
- c. require the uprooting and burning of all or any coffee plants, coffee residue or any plant specified in the order by a person possessing or having control over that coffee plant .
- d. prohibit any person from planting any coffee seeds before the date specified in the order.

(2) If a person fails to comply with an order issued under sub-regulation (1), the Director or an authorized officer, may, on giving further seven days' notice in writing, of his intention to do so, cause the removal or destruction to be effected and there upon that person shall, without prejudice to any penalty which he may have suffered by reason of any failure, be liable to pay all the costs incurred, which shall be recoverable as a debt due to the Government.

Types and varieties of coffee to be grown

15. The Director shall prescribe types or varieties of coffee, which shall be grown

in different parts of Tanzania.

- Board's approval of nurseries** 16.(1) All coffee nurseries shall be approved in writing, by the Board or an authorized officer.
- (2) Coffee seedlings for planting shall first be inspected and approved by an authorized officer.
- Preparation of land for coffee growing** 17. Any land to be used for growing coffee, shall be prepared to the satisfaction of an authorised officer.
- Care for land under coffee** 18. The owner or occupier of land under coffee shall keep it under constant care and free from pests or diseases, to the satisfaction of an authorised officer.
- Order of an authorized officer to uproot coffee** 19. If planted coffee is neglected or abandoned, or owner has left such coffee under the immediate care of a person who, in the opinion of an authorised officer, is unwilling to take care of the coffee, the Board may, after considering the report of the authorised officer and for the purposes of controlling spread of pests and diseases, order that such coffee be uprooted.
- Planting trees or plants in coffee** 20. Trees or plants other than coffee trees, planted in coffee farms or in the vicinity of such farms, shall be controlled to the satisfaction of an authorized officer and the Board may, after considering the report of the authorized officer, order the method of control.
- Picking and preparation of coffee** 21. The picking and primary processing of coffee shall be done to the satisfaction of an authorized officer, and the Board may issue orders for proper coffee picking and primary processing.
- Failure to comply with order** 22. Any person, who contravenes or fails to comply with any order made under regulations 20 and 21, commits an offence and upon conviction shall be liable to a fine not exceeding one hundred thousand shillings or to imprisonment for a term not exceeding six months and the court may order the cancellation of his registration.

PART IV GRADING OF COFFEE

- Types of coffee and Grades** 23. (1) There shall be four types of coffee recognized by the Board, namely, washed Arabica, washed Robusta, non-washed Arabica and non washed Robusta.
- (2) The Board may allow recognition of other types of coffee.
- (3) The washed types shall be pulped, washed, fermented and dried on trays above the ground.
- (4) Washed coffee shall be sorted into the following grades:
- (i) Premium grade; which shall mean a very good quality parchment coffee, with no damaged, broken, black or loose beans;

- (ii) Parchment I; which shall mean a good quality parchment coffee, with brownish parchment, and some parchment coffee under this grade may be with centre cuts slightly opened or with few parchment broken by machine;
- (iii) Parchment II; which shall mean a fair quality parchment coffee, with brownish to black skinned parchment, presence of noticeable parchment broken by machine and presence of much more parchment with center cuts opened;
- (iv) Parchment III; which shall mean parchment coffee, brownish to black skinned beans, with much more beans broken by machine, presence of floats, discolored parchment and black beans;
- (v) Estate Clean; which shall mean domestically hulled coffee of good quality, greenish in colour and requiring cleaning, grading and polishing only.

(5) Non-washed coffee types shall be dried in berry form, as soon as ripe berries are picked.

Grading

24. Every coffee grower shall, before selling, grade it according to grades provided in sub-regulation 23 (4).

Prohibition of buying un-graded coffee

25. (1) Every coffee buyer shall buy coffee from registered growers, according to grades prescribed in sub-regulation 23 (4) and shall pay differential prices corresponding to those grades.

(2) Any buyer who buys coffee -

- (a) from a non-registered coffee grower;
- (b) which is not graded;
- (c) without paying a different price for each grade,

commits an offence, and the Board shall forthwith suspend or cancel a buying licence of such buyer.

Declaration of Coffee buying season

26. The Board shall announce the dates on which the coffee buying season shall commence for each zone, one month before the start of the buying season, together with any new rules or administrative guidelines, if any, which shall govern the buying and selling of coffee during that season.

PART V

REGISTRATION AND LICENSING

The Board to keep Registers of central pulpers, buyers, processors, exporters etc

27. In addition to the fulfillment of the requirements of regulation 6, the Board shall keep and maintain the following registers—

- (a) a register of central pulpers;

- (b) a register of coffee buyers
- (c) a register of warehousemen
- (d) a register of processors of coffee of any type or grade;
- (e) a register of exporters of coffee of any type or grade;
- (f) a register of certified liquorers.

**Prohibition of trading
in coffee without
licence**

28. (1) Persons intending to carry the activities of -
- (a) buying coffee;
 - (b) operating a central pulper;
 - (c) operating a factory in which any type of coffee is processed or intended to be processed;
 - (d) operating a store or a warehouse used for the storage of coffee;
 - (e) roasting coffee for sale, locally or for export;
 - (f) rendering services of coffee liquoring;

shall have to obtain a licence issued under these Regulations.

(2) Any person, who contravenes this regulation, commits an offence and upon conviction shall be liable to a fine of one hundred thousand shillings or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

(3) This regulation shall not apply to a farmer storing his own grown coffee.

**Application for a
central pulping
licence**

29. (1) An application for a central pulping licence shall be in form No: TCB/PP/001, prescribed in the First Schedule, and the licence shall be in form No: TCB/PP/002, prescribed in the same Schedule.
- (2) The central pulping licence shall allow the holder to operate a pulper and perform pulping services of his own coffee and that of other farmers.
 - (3) The Central Pulper Operating licence shall be valid for one season.

**Application for
Coffee Buyer's
Licence**

30. (1) An application for Coffee Buyer's Licence shall be in a Form No. TCB/CB/001, and the Licence shall be in Form No. TCB/CB/002 prescribed in the First Schedule.
- (2) The licence granted under this regulation shall allow the holder to buy coffee.
 - (3) The coffee buyer's licence shall be issued by the Board on annual basis and shall commence from 1st July to 30th June of the following year.

Obligations of Coffee Buyers

- 31 (1). Every coffee buyer shall: -
- (a) At all times during office hours, display, at a conspicuous place in both Kiswahili and English, the prices offered per unit weight of each grade of coffee;
 - (b) Buy coffee in cash at prices not less than those exhibited at the buying post;
 - (c) Display a standard sample grade for each grade;
 - (d) Store all coffee according to grades;
 - (e) Display and use a weighing scale, properly inspected and approved by the Weights and Measures Department of the ministry responsible for trade.
 - (f) Keep all coffee bought on pallets in a ventilated store in an area where he is licensed to buy or in any storage premises, which is approved by an authorized officer;
 - (g) Keep records of coffee purchased, including growers GRNs and file reports of the said purchases at intervals specified by the Board;
 - (h) Pay in cash for all coffee bought.
- (2) Save for observance of the requirement to pay cash for coffee collected from members, Cooperative Societies and other farmer groups, which collect members' coffee for future sales at the auction shall be obliged to observe other provisions of sub-regulation (1).

Declaration of Coffee Buying Posts

32. (1) An authorized officer, in consultation with the relevant local authority, may declare any premise or places to be a coffee buying post and all buyers shall be obliged to buy coffee at that buying post.
- (2) Any person who contravenes this regulation commits an offence and upon proof, the Board shall forthwith suspend or cancel his coffee buying licence.

Minister to Direct Board to Buy Coffee under certain Circumstances

33. Notwithstanding any provision in these Regulations, the Minister may, after consultation with the Board and by notice published in the Gazette, specify an area or areas where coffee buying is being hampered due to lack of adequate licensed persons, appoint the Board to be a buyer of a last resort during the whole period that problem persists.

Application for Coffee Processing Licence

34. (1) An application for coffee-processing licence shall be in forms No.TCB/CP/001 and TCB/CP/002 and the licence shall be in forms No. TCB/CP/003 and TCB/CP/004, set out in the First Schedule.

- (2) Before issuing a coffee processing licence, the Board shall assess the area at which the processing plant is to be established and take into consideration-

- (a) the quantity of coffee being produced in the area;
- (b) the area's future potential for coffee production; and,
- (c) the existing processing plants.

**Obligations of the
Coffee Processing
Licence holder**

35. The licence holder of a coffee-processing factory shall ensure that the processed coffee conform to grades provided in the Second Schedule.

**Application for
Coffee Warehousing
Licence**

36. (1) Application for a coffee warehousing licence shall be in Form TCB/WH/001 and the licence shall be in Form TCB/WH/002, set out in the First Schedule.

(2) The Board shall not grant a coffee warehousing licence, unless it is satisfied that the applicant has fulfilled conditions for granting a warehouse licence, as provided in the First Schedule.

(3) The warehouse licence shall entitle the holder to store coffee in the form of parchment, green coffee, and dry cherry and shall be issued to the applicants who fulfill necessary conditions, attached to the licence.

(4) The warehouse to be licensed under these Regulations shall conform to the International Coffee Organization (I.C.O) standards and shall bear a number of the International Coffee Organization.

(5) A warehouse licence, shall be issued by the Board on an annual basis and shall run from 1st October to 30th September of the following year.

**Application for
Green Coffee
Exporter's Licence**

37. (1) The application for green coffee exporters licence, shall be in Form No. TCB/GCE/001 and the Licence shall be in Form No. TCB/GCE/002 set out in the First Schedule.

(2) The green coffee export licence, shall allow the holder to export green coffee beans.

**Application for local
coffee roasting licence**

38. (1) Application for local commercial roasting licence, shall be in Form No. TCB/LR/001 and the licence shall be in Form No. TCB/LR/002 set out in the First Schedule.

(2) The local roasting licence, shall allow the holder to buy green coffee, roast and make ground coffee or instant coffee.

(3) Before granting a licence under this regulation, the Board shall ensure that the applicant posses the necessary equipment for roasting and grinding, and that the environment in which production will be carried out is hygienically conducive.

(4) The final product of ground or instant coffee may be exported or sold locally in Tanzania upon acquisition of the necessary licences.

**Application for
Instant Coffee Export
Licence**

39. (1) An application for ground or instant coffee exporters' licence and the Ground or Instant Coffee Exporter's licence, shall be in Form No. TCB/ICE/001 and No. TCB/ICE/002 set out in the First Schedule.

(2) The licence referred to in sub regulation (1), shall allow the licence holder to export ground coffee or soluble coffee, derived from roasted coffee, but shall not allow the exportation of any other type of coffee.

(4) The instant coffee exporters' licence, shall be issued annually, from 1st July to 30th June of the following year.

An application for roasted beans and ground coffee Exporters licence

40. (1) An application for roasted beans and ground coffee exporters' licence, shall be made in Form No. TCB/RB/001 and TCB/GCE/001 and the Roasted Beans and Ground Coffee exporter's licence, shall be in Form No. TCB/RB/002 and GCE/002 set out in the First Schedule.

(2) The licence referred to in sub-regulation (1), shall allow the holder to export out of Tanzania roasted beans and ground coffee.

Liquoring services licence

41. (1) An application for liquoring licence, shall be made in a prescribed form.

(2) Applicants for liquoring licences, shall be required to undergo a liquoring course recognized by the Board, before being issued with such licences.

(3) The liquoring licence shall allow the holder to render liquoring services.

(4) Any person, who renders liquoring services without being licensed by the Board, commits an offence and upon conviction shall be liable to a fine of shilling one hundred thousands or to imprisonment for six month or to both such fine and imprisonment.

PART VI

PROCESSING AND ISSUING OF LICENCES

Prohibition of multiple licences

42. (1) The Board shall not, at one particular time, issue more than one licence to the same person, out of the following licences: (i) private coffee buying licence, (ii) coffee curing licence, and (iii) green coffee export licence.

(2) Notwithstanding provisions of sub-regulation (1) the Board may, when it deems so necessary, issue to a person a coffee buying licence and a coffee curing licence at the same time.

(3) For the purposes of this Regulation, the words "same person" shall mean persons or companies, which operate under the same management or control.

Processing of applications

43. The Board shall process every application of a licence under these Regulations expeditiously and without undue delay, and in any case within a maximum period of fourteen days.

Duration of licence

44. (1) Every licence issued by the Board under these Regulations shall be valid for a period of only one coffee season and may be renewed in accordance with these Regulations.

(2) Where an application for a licence under these Regulations is received by the Board at a time when the coffee season is in an advanced stage, the issued licence

shall be deemed to be issued for the whole season.

Grant and refusal of licences

45. (1) Where the Board is satisfied that the applicant for any licence has satisfied all the requirements necessary for the grant of a licence, and upon payment of the prescribed fee, shall grant such a licence to the applicant.

(2) The Board may refuse to issue a licence to an applicant if –

- (a) the applicant has failed to show evidence of capacity to carry out a business relating to the applied licence;
- (b) in the opinion of the Board, the applicant is unable to comply with the provisions of the Act and these Regulations, relating to carrying out of coffee businesses;
- (c) The applicant is indebted to the Coffee Board or coffee growers or processors;
- (d) the applicant failed to observe rules and regulations, related to the licences issued in previous seasons;
- (e) the applicant has applied for more than one licence in contravention of regulation 42.

(2) If the Board refuses to grant a licence, it shall inform the applicant accordingly within seven days.

(4) The applicant who is not satisfied with the Board's decision, made pursuant to sub-regulation (3), may appeal to the Minister, within fourteen days of such refusal.

Licences to be produced for inspection

46. Every licensed person under these regulations, shall produce his licence at all reasonable time, upon request by the authorized officer, a police officer or any other person, duly authorized and any licence holder who fails, without reasonable cause, to produce the licence so requested, commits an offence and upon conviction shall be liable to a fine of one hundred thousand shillings and the licence may forthwith be cancelled.

Suspension and cancellation of licence

47. (1) The Board may, for specified reasons made known to the holder of a licence issued under these regulations, suspend or cancel a licence.

(2) Persons whose licences have been suspended or cancelled by the Board, shall not transact any business to which the licences relate during the period of such suspension or cancellation and any person who contravenes this sub-regulation commits an offence and upon conviction shall be liable to a fine of two million shillings.

(4) The person convicted pursuant to sub-regulation (2), may not be allowed to apply for any licence for a period of not less than two seasons.

(5) The Board shall, as soon as the licence holder rectifies the situation that necessitated the suspension of any licence, lift the suspension.

Power to cancel licence

48. (1) Notwithstanding the provisions of regulations 45 and 47, the Board shall, after giving the licence holder an opportunity to be heard, cancel any licence issued under these Regulations, where it is satisfied that the holder of the licence—
- (a) despite of warnings from the Board or Local Government Authorities, willfully neglects to observe conditions related to the issued licence;
 - (b) has ceased to carry on the business in respect of which the licence was issued;
 - (c) has failed to pay fee required to be paid under these regulations;
 - (d) in the case of a coffee processor, he has failed or refused to process coffee which conforms to the type or grade of coffee specified by the Board;

**PART VII
COFFEE AUCTION AND EXPORTS**

Auctions

49. (1) Subject to sub-regulation (5), all coffee whether intended for export or not, shall be sold through auctions conducted by the Board, at the Moshi Coffee Exchange.

(2) At the auction, coffee shall be sold by way of catalogues:-

- (a) prepared in a manner which does not disclose the identity of the coffee owner ;and,
- (b) displaying grades of coffee, which conform to the drawn samples.

(3) The Board or its designated agent, shall draw pre-auction and post-auction samples, for purpose of ensuring that the samples drawn represent coffee offered for auction or coffee to be exported after auction.

(4) The coffee whose samples have been drawn, shall be kept under the custody of the auctioneer, until is passed over to the buyer.

Some coffee exporters to be allowed to by-pass auction

(5) The Board may, after being satisfied that applicants for direct export licences of coffee have complied with conditions set out in the Third Schedule, allow exporters of coffee categorized in that Schedule, to export coffee without passing through the auction.

Coffee buyers exporters or agents may attend auctions

50. Coffee exporters or their agents may be allowed to attend coffee auctions and bid during auction sessions.

Export approval forms

51. (1) Before coffee is exported, the exporter shall fill export approval forms, which shall be issued by the Board or its agent.

(2) For the purposes of this regulation, the exporter may choose any of the following terms of export:-

- (a) FOT/FOR processing factory;
- (b) FOB, Tanga and Dar es Salaam ports; or;
- (c) any other terms which the Board may approve.

PART VIII QUALITY CONTROL

Board to maintain Quality of coffee	52. The Board, its agent or authorized officers, shall maintain quality of coffee at all levels of production, processing and marketing, as provided in these regulations.
Quality control in preparation of coffee nurseries	53. Authorized officers shall inspect the land where coffee nurseries are to be developed, to ensure that the land is suitable for establishing coffee nurseries and that its preparation conforms to good agronomic principles.
Quality control in coffee farm or field preparation	54. Before a new farm or field is opened or planted with coffee, an authorized officer shall inspect the area on which a new farm is to be opened or planted with coffee, to ensure that the land is suitable for coffee plantation and that it is well prepared according to good agronomic requirements.
On farm coffee Quality control	55. Farms or fields on which coffee is grown, shall be constantly inspected by the Board or authorized officers, to ensure that: <ul style="list-style-type: none">(a) farmers take care of coffee trees, according to proper coffee husbandry standards, provided in these regulations or as may be provided from time to time by the Board;(b) coffee farms are kept free from pests or diseases, including weeds;(c) only ripe cherries are picked;(d) other provisions on coffee cultivation and husbandry, provided under Part III of these regulations, are observed.
Quality control during primary coffee processing	56. Authorized officers shall ensure that coffee farmers possess necessary machinery and other related facilities, used for primary coffee processing, which conform to standards prescribed by the Board and which shall include:- <ul style="list-style-type: none">(a) a pulper unit, which comprises of a coffee receiving area, a water reservoir and a pulping machine; and,(b) suitable coffee storage facilities.
Quality control during drying of coffee cherries or parchments	57. Authorized officers shall ensure that coffee cherries or parchment coffee are dried on trays or on other appropriate materials, which shall be positioned in such a way that they do not allow the cherries or parchments to touch the ground or to be contaminated with any foreign matter.

Quality control during secondary coffee processing

58. Authorized officers shall ensure that secondary coffee processors possess necessary machinery and other related facilities, which conform to standards prescribed by the Board, which shall include:-

- (a) a clean coffee receiving place;
- (b) weight measure facilities, which have been authorized by the relevant Government authority;
- (c) proper and adequate coffee processing machinery or plants; and,
- (d) suitable storage facilities or warehouses.

Coffee warehouse quality control

59. The Board or authorized officers shall inspect licensed warehouses, to ensure that warehouse owners maintain quality standards for warehouses, prescribed in the First Schedule.

The Board to ensure quality of pre and post- auction samples

60 (1). The Board or its agent shall ensure that the quality of all pre-auction and post-auction samples continue to represent their true respective coffee lots, until after being paid for and handed over to the buyers.

(2) Any person, who tempers with a coffee sample or its true respective coffee lot, so as to cause that sample or coffee lot, as the case may be, to be different from its true sample or coffee lot, commits an offence and shall, on conviction, be liable to a fine of two million shillings or to imprisonment for six months or to both such fine and imprisonment.

Quality control of coffee for export

61. Coffee for export shall be packaged in containers or packaging materials, which preserve quality and which adhere to weight measures provided by the International Coffee Organization.

Licenses to be inspected

62. (1) Every registered person or holder of a license issued under these regulations shall, at all times during normal working hours, whether with or without prior notice from the Board, allow authorized officers and officers of the Board to carry out inspection for coffee quality control purposes.

(2) Any person, who denies access or obstructs an authorized officer or officers of the Board, or who fails to render any reasonable assistance to an inspecting officer, commits an offence and upon conviction shall be liable to a fine of five hundred thousand shillings and his registration or licence, as the case may be, shall forthwith terminate.

Power to inspect

63. (1) An officer of the Board or an authorized officer may—

- (a) at any time, enter any building in which coffee is processed or stored, and may inspect the building or any machinery used for the processing of coffee; or
- (b) give any directions, which the inspecting officer may think necessary to ensure that the building or processing factory complies with the

standards required by the Board or;

- (c) take reasonable samples of any coffee found in any store or processing factory, and cause those samples to be tested in any manner which the Board may consider necessary; and;
- (d) require the production by the holder and if necessary make copies of any licence, books, document, records or returns required to be kept or maintained under these Regulations;
- (e) give orders prohibiting the use of any building or the working of any part of processing factory, until the Board or an authorized officer is satisfied that the storage or the processing of coffee conforms to the standards required by the Act and these Regulations;

**Offence
obstructing
authorized officer**

for an 64. Any person who -

- (a) obstructs an officer lawfully performing his duties under this regulation;
- (b) refuses that officer a permission to exercise any powers;
- (c) fails to co-operate with any officer in the exercise of that officer's duties,

commits an offence and upon conviction shall be liable to a fine of one million shillings and his registration and licence shall forthwith terminate.

PART IX ADMINISTRATIVE PROVISIONS

**Board officers to
work on contract**

65. Subject to section 21 of the Act, the Director General of the Board and other officers of the management shall, upon appointment, enter into contract with the Board, with terms and conditions which shall include, but not limited to the following:

- (a) Term of service, which shall not exceed five years and which may be renewed from time to time as the Board thinks fit;
- (b) Specific and general duties, which shall include, but not limited to:
 - (i) Ensuring enforcement of the Board's functions as stipulated in the Act and these Regulations;
 - (ii) Ensuring successful implementation of the coffee development plan;
 - (iii) Performing such other duties, as may be directed by the Minister or the Board.
- (c) Termination of the contract in the event of non-fulfillment of the stipulated contract conditions.

**Board to develop
staff performance**

66. The Board shall develop staff performance evaluation scheme, which shall be

evaluation standards	based on the coffee industry development plan.
Standard of services to clients	67. The Board shall establish clear standards of service to its clients, which shall be observed by the officers of the Board and be made part of terms of their contract entered into, pursuant to regulation 65.

**PART X
MISCELLANEOUS PROVISIONS**

Publication of prices	68. (1) The Board shall, from time to time, inform the general public, prices prevailing in the world market in respect of various types and grades of coffee normally sold at the auction. (2) Any price of coffee, published by the Board under this Regulation, shall have no binding effect to either the grower or the buyer of any type or grade of coffee, but shall only serve to indicate to both the grower and the buyer, the approximate levels at which the type or grade of coffee may be sold or bought.
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Books and records	69. (1) Every person registered by the Board under these Regulations to buy, process, or export coffee, shall keep on the business premises— (a) In the case of a buyer and processor; proper and accurate records of the amount of coffee bought or processed by him for every month, within a coffee season. (b) In the case of the exporter; proper and accurate records of the amount of coffee bought and exported, within each month of the coffee season; and (c) A copy of a licence issued to him, by the Board. (2) All ex-auction warehouses owners, shall keep records of all coffee received and stored before auction and records of all coffee cleared for export.
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Processors and Exporters to fill Return Forms	70. Every processor and every exporter shall, for each calendar month during which he is registered, file with the Board returns of the quantity and grades of coffee processed or exported by him during that period, in accordance with Form No. TCB/RT/001 set out in the First Schedule.
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Administrative guidelines	71. The Board shall issue administrative guidelines, which it deems necessary in accordance with the Act and these Regulations, in relation to the production, processing, marketing and export of coffee.
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Offences and penalties	72. Any person, who contravenes any condition or restriction imposed by these Regulations of which no penalty is specified or provided, shall be liable on conviction to a fine of one hundred thousand shillings or to imprisonment for a term of six months or to both such fine and imprisonment.
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Appeal to Minister	73. (1) Any person- (a) whose application for a licence or renewal has been rejected: or,
---------------------------	--

- (b) whose licence has been suspended, or cancelled; or
- (c) whose application for any permit, which is required to be issued by the Director or the Board under these Regulations, has been rejected; or
- (d) who is not satisfied with any decision made by the Board in the enforcement of any provision of the Act or of these Regulations;

may, within fourteen days after being notified of the decision, appeal in writing to the Minister.

(2) Every appeal, made under sub-regulation (1), shall state briefly facts of the case that gave rise to the appeal and grounds upon which the appeal is based.

(3) Any person aggrieved by the decision of the Minister, may institute proceedings in the relevant Court of law.

**Board to coordinate
mediation and
arbitration**

74. (1) The Board may be called to coordinate mediation or arbitration, as shall be agreed by persons who are directly or indirectly affected by the enforcement of the Act and these Regulations.

(2) The agreed mediation or arbitration shall observe provisions of relevant arbitration legislation applicable in Tanzania and in case of international transactions; provisions of relevant international conventions on arbitration and mediation may apply.

SCHEDULES

FIRST SCHEDULE

FORMS

Serial No.....

Form No. TCB/PP/001

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI - TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-53033

APPLICATION FOR COFFEE PULPING LICENCE

1. I.....(Name of Individual or Firm) of
.....(Postal Address)
Tel: No.....Telex:.....Fax:.....e-mail.....
I hereby apply to be licensed for the year ending 30th June as a
COFFEE PULPER
 2. I have/have not been previously licensed as a COFFEE PULPER/S
 3. My previous licence was No.....dated.....
which expired/expires on.....
 4. My business office will be located at
Plot.....at.....(Town/Place)
 5. I enclose remittance for the required application fee as stated below:-
US\$.....
 6. I hereby undertake and promise to effect Licence fee payment on the success
of my application as stated below
US\$.....
I have read and will comply with the Statutory Provisions governing the
holding of licence for COFFEE PULPER
- Signature of Applicant:.....
Date:.....
-

FOR OFFICAL USE ONLY

Licence be granted to the named applicant to carry on the business of COFFEE
PULPER subjected to the relevant conditions.

Application fees paid US \$.....Receipt No.....Issued on.....
Licence fee paid US \$.....Receipt No.....Issued on.....

Checked and found correct:

Signature:.....Designation.....Date.....

....

Authorized for grant of licence:

Signature:.....Designation.....Date.....

CONDITIONS FOR APPLICATION FOR CENTRAL PULPERY LICENCE

1. Applicants must own or lease central pulperly, which is located in coffee growing area.
2. The central pulperly must be inspected and certified by an authorized Tanzania Coffee Board official.
3. The central pulperly must be located at place which has all the necessary conditions for location of a central pulperly like clean water, electrical supply, adequate water supplies from the catchments.
4. Must meet all requirements as required by local authorities.

Form No. TCB/PP/002

TANZANIA COFFEE BOARD

LICENCE FOR COFFEE PULPING

M/S.....
.....
.....
.....

Is hereby licensed to carry out business of:

CENTRAL COFFEE PULPING

Subject to the conditions provided by Tanzania Coffee Industry Act. No 23, of 2001

Issued on.....

Expires on.....

Fee Paid.....

Receipt No.....

Signature.....Date:.....

Designation.....

RULES AND REGULATIONS FOR CENTRAL PULPERY LICENCE

The licence holder must observe the following: -

1. Must pulp red ripe cherry.
2. Must pulp the coffee on the same day as it is picked.
3. Must pulp the coffee with good and clean water.
4. Must observe all other necessary requirement for production of good quality coffee.

Serial No.....

Form No.TCB/CB/001

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI - TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR COFFEE BUYERS LICENCE

1. I/We.....(Name of Individual of Firm) of.....(Postal Address) Tel: No.....Telex: Fax :..... e-mail
2. I have/have not been previously licensed as a COFFEE BUYER
3. My previous licence was No..... dated
4. My administrative office will be located on premises situated at Plot.....atstreet..... (Town/Place)
5. Attached is a list of approved coffee buying centers from which we are going to buy coffee (Please attach list)
6. I enclose remittance for the required application fee as stated below: -
US \$.....

I hereby undertake and promise to effect Licence fee payment on the success of my application as stated below.
US \$.....

7. I have read and will comply with the Statutory Provisions governing the holding of Coffee Buyers Licence

Signature of Applicant.....Date

FOR OFFICIAL USE ONLY

Licence be granted to the named applicant to carry on the business of COFFEE BUYER subject to the relevant condition.

Application fees paid US \$.....Receipt No.....Issued on.....

Licence fee paid US \$.....Receipt No.....Issued on.....

Checked and found correct:

Signature:.....Designation:.....Date:.....

...

Authorized for grant of licence:

Signature:.....Designation:.....Date:.....

CONDITIONS FOR APPLICATION FOR PRIVATE COFFEE BUYERS LICENCE

- a. The applicant for Private Coffee Buyer Licence must get a permit from Government Authorities as follows: -
 - 1:1 The District Executive Director must approve the Private Coffee Buyer and advise the Regional Administrative Secretary of the acceptance to operate in their district.
 - 1:2 The Regional Administrative Secretary shall give permits to Private Coffee Buyer based on the recommendations of the District Executive Director, to be presented to the Tanzania Coffee Board.
- b. The applicant shall produce a copy of certificate of incorporation in Tanzania and a valid trading licence from the region(s) of operation.
- c. The applicant shall produce a copy of the company Memorandum and Articles of Association together with 2 passport size recent photographs of each of the company directors dully attested by a Notary Public. Names of Company Directors shall be those appearing in the Memorandum and Articles of Association.
- d. Applicant's company shall have a paid up capital of not less than T.Shs. 30 million for all foreign owned companies and T.Shs. 5 million for wholly locally owned companies.
- e. The applicant shall have moisture meter(s) to assess the moisture content of the coffee.
- f. The applicant shall undertake to submit monthly operating reports to Tanzania Coffee Board, Regional Administrative Secretary and Kilimo in the forms as prescribed by KILIMO.
- g. The applicant shall have fully equipped liquoring facilities or shall have access

to liquoring.

- h. The applicant shall appoint licensed Coffee Curing Factory to which he shall deliver coffee in quantities sufficient for processing.
- i. Applicants shall obtain Bankers Reference on proper conduct of accounts.
- j. The applicant shall have proper offices with physical address located in Tanzania subject to inspection by Tanzania Coffee Board official at any time.
- k. The applicant undertakes to provide all farmers with vouchers purchased from National Coffee Inputs Voucher Scheme with values to be determined by the scheme.

Form No. TCB/CB/002

**TANZANIA COFFEE BOARD
LICENCE FOR PRIVATE COFFEE BUYER**

M/S.....

Is hereby licensed to carry out business of:

PRIVATE COFFEE BUYER

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001

Issued on.....
 Expires on.....
 Fee Paid.....
 Receipt No.....

Signature:.....Date:.....

Designation:.....

RULES AND REGULATIONS FOR PRIVATE COFFEE BUYERS LICENCE

1. The Private Coffee Buyers(s) shall buy coffee from Co-operative Societies or from registered farmers at any approved Coffee Buying Centers/posts under a roof in the villages concerned, using experienced Agricultural Field Officers (AFOs). The buying centers shall be specified and approved by Authorized official, Companies operating in more than one region shall have a separate AFO for each region. The Private Coffee Buyer(s) shall not buy coffee from residential houses, along the road, paths or from unauthorized agents.

2. All Private Coffee Buyer(s) shall use weighing scales at all times and the scales shall be certified by the Weight and Measures Department of the Ministry of Trade and Industries. No other method of weighing shall be used.
3. The coffee buyer shall always buy properly graded coffee and shall pay price basing on grades offered.
4. The coffee buyer shall buy properly dried coffee which has moisture content ranging between 12% and 13%
5. Private Coffee Buyer(s) shall issue receipts to the farmers from whom they buy coffee and shall maintain a register of those farmers. These records shall be made available for inspection by Tanzania Coffee Board, or Local Government Authorities, or any Authorized Officer at any time.
6. Private Coffee Buyer(s) shall pay cash for coffee bought and the price shall be announced prior to buying and any change thereafter shall be announced in written notices posted to all buying centers.
7. All Private Coffee Buyers shall be required to establish suitable stores in which will collect coffee bought from farmers before is sent to the processing factory. The Coffee Board Officials or Inspectors shall inspect the said store from time to time and whenever necessary with the purpose of determining suitability of the store.
8. All coffees bought by the Private Coffee shall be sold through auction conducted by Tanzania Coffee Board in Moshi.
9. Mild Arabica Coffees from the Southern Highlands growing regions shall be processed in the South and Coffees from the Northern Zone shall be processed in factories in the North. No cross transfers shall be allowed.
10. The coffee bought and submitted to the auction by any buyer, be it a Cooperative or Private shall be sold at owner's risk. If found faulty in any way after sale, it shall be the responsibility of the owner to make good the shortfall. Any quality or quantity claim shall be passed on to the Private Coffee Buyer(s) account, provided the exporter before shipment lodges the claim.
11. Tanzania Coffee Board shall pay private Coffee Buyer(s) not more than seven days after the prompt date, provided Tanzania Coffee Board is paid by the Exporter promptly.
12. Private Coffee Buyer(s) shall pay District Council Coffee Cess in accordance with the District by laws.
13. Private Coffee Buyer(s) shall pay Tanzania Coffee Board levy and Research Cess as shall be levied at the rate applicable at the material time.
14. Private Coffee Buyer(s) shall pay all other taxes and levies legally imposed

by government.

Serial No.....

Form No. TCB/CP.001

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI.

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR COFFEE PROCESSING LICENCE
(WASHED COFFEE)

1. I/We.....(Name of Individual of Firm)
or
.....(Postal Address)
Tel: No.....Telex:.....Fax:.....e-mail.....
I hereby apply to be licensed for the year ending 30th June
.....as a COFFEE PROCESSOR
2. I have/have not been previously licensed as a COFFEE PROCESSOR
3. My previous licence was
No.....dated.....
which expired/expires on.....
4. My business office will be located at
Plot.....at.....Street.....(Town/Place)
5. (a) I wish to process the following types of coffee:
(b) My works have an installed capacity of.....tones per annum
or.....Kgs per hour of clean coffee.
(c) Details of machinery and equipment of my factory are listed on the
attached sheet.
6. I enclose remittance for the required application fee as stated below: -
US \$.
7. I hereby undertake and promise to effect Licence fee payment on the success
of my application as stated below.
US \$.....
8. I have read and will comply with the Statutory Provisions governing the
holding of licence for COFFEE PROCESSING.

Signature _____ of
Applicant:.....Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the named applicant to carry on the business of COFFEE
PROCESSING subjected to the relevant conditions.

Application fees paid US \$Receipt No.....Issued on.....

Licence fee paid US \$.....Receipt No.....Issued on.....

Checked and found correct:

Signature:.....Designation:.....Date:.....

Authorized for grant of licence:

Signature:.....Designation:.....Date:.....

CONDITIONS FOR APPLICATION FOR COFFEE PROCESSING LICENCE
(WASHED COFFEE)

The applicant:

- a. Shall submit a copy of certificate of incorporation in Tanzania.
- b. Shall produce a copy for the Company Memorandum and Article of Association together with two passport size recent photographs of each for the Company Directors duly attested by Notary Public.
- c. Shall submit a proposal for Coffee Curing Plant erection to Tanzania Coffee Board for approval The proposal shall contain such necessary information as site location capacity of plant and the building structure.
- d. Have coffee curing plant in an approved built structure.
- e. Have coffee curing plant and the built structure inspected and passed by Inspector from Tanzania Coffee Board.
- f. Have the plant inspected and passed by the Chief Inspector of Factories of the Government.
- g. Have been inspected and passed by local government authority of the area of development.
- h. Have the following coffee curing facilities: parchment store, moisture meter, platform scales, pre-cleaner and destoner, Huller/polisher, aspiration system, coffee size grader, density grader, silos, sorting tables, bagging system, blending unit and liquoring facilities. These facilities shall be inspected and certified by authorized Tanzania Coffee Board official.
- i. Shall have a sample room which conforms to standards specified by Tanzania Coffee Board and which is manned by trained and qualified sampler.

TANZANIA COFFEE BOARD

LICENCE FOR COFFEE PROCESSING

M/S.....
.....
.....

Is hereby licensed to carry out business of:

COFFEE PROCESSING

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001

Issued on.....
Expires on.....
Fee Paid.....
Receipt No.....

Signature:.....Date:.....

Designation:.....

RULES AND REGULATIONS FOR COFFEE PROCESSING LICENCE
(WASHED COFFEE)

The licence shall observe the following rules and regulations—

1. Shall keep all parchment coffee received for curing in a store. The storekeeping shall observe rules and regulation proved by these regulations or keeping coffee warehouse.
2. Shall determine coffee bean moisture to acceptable content between 9% and 12%.
3. All plant form scales shall be approved by department of weighs and measures of the Ministry of Trade.
4. Shall grade Mild Arabica by size to obtain the saleable grades AA, A, B, C, PB, AF, E, TT, and F details of which are provided in schedule III to these regulations.
5. Shall keep begging off system consisting of auto-weighers of 60 kg net and bag closing machine.
6. Shall keep a liquoring room with liquoring facilities adjacent to the plant manned by licensed liquorer.
7. Shall keep all clean coffee in a store observing rules and regulations provided

by these regulation for keeping of a coffee warehouse.

Serial No.....

Form No. TCB/CP/002

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI - TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR COFFEE PROCESSING LICENCE
(NON WASHED COFFEE)

1. I/We.....(Name and Individual of Firm)
of.....(Postal Address)
Tel: No.....Telex:.....Fax:.....e-mail.....

I hereby apply to be licensed for the year ending 30th September as
a COFFEE PROCESSOR

2. I have not been previously licensed as a COFFEE PROCESSOR

3. My previous licence was No.....dated.....
which expired/expires on.....

4. My business office will be located at Plot.....at
.....Street.....(Town/Place)

5. (a) I wish to deal in the following description of coffee.....

(b) My works have an installed capacity of.....tones
per annum or.....kgs per hour off clean coffee.

(c) Details of machinery and equipment of my factory are listed on the
attached sheet.

(i) I enclose remittance for the required application fee as stated below:-

(j) I have read and will comply with the Statutory Provisions governing the
holding of licence for COFFEE PROCESSING.

Signature of Applicant:.....Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of

COFFEE PROCESSING subjected to the relevant conditions.

Application fees paid US\$.....Receipt
No.....

Issued on.....

Licence fee paid US\$.....Receipt
No.....

Issued on.....
Checked and found correct.

Signature:.....Designation.....Date.....
....

Authorized for grant of licence:

Signature:.....Designation.....Date.....

CONDITIONS FOR APPLICATION FOR COFFEE PROCESSING LICENCE
(NON WASHED COFFEE)

1. Submit a copy of certificate of incorporation in Tanzania.
2. Produce a copy of the Company Memorandum and Articles of Association together with two passport size recent photographs of each of the Company directors duly attested by Notary Public.
3. Submit a proposal for Coffee Curing Plant erection to Tanzania Coffee Board for approval. The proposal shall contain such necessary information as site location, capacity of plant and the build structure.
4. Have coffee curing plant in an approved built structure.
5. Have coffee curing plant and the built structure inspected and passed by a Team of Inspectors from Tanzania Coffee Board.
6. Have the plant and premises inspected and passed by the Chief Inspector of Factories of the Government.
7. Have the plant and premises inspected and passed by local government authority of the area of development.
8. Have the following coffee curing facilities, parchment store, moisture meter, platform scales, pre-cleaner and destoner, huller/polisher, aspiration system, coffee sizing graders, coffee density, conveyance system, silos, sorting table, bagging off system, bulking unit and clean coffee store.

These facilities shall be inspected and certified by authorized Tanzania Coffee Board.

TANZANIA COFFEE BOARD
LICENCE FOR COFFEE PROCESSING

M/S.....
.....
.....
.....

Is hereby licensed to carry out business of:

COFFEE PROCESSING

Subject to the conditions provided by Tanzania Coffee Board Act. No. 23 of 2001.

Issued on.....

Expires on

Fee Paid.....

Receipt No.....

Signature:.....

Date.....

Designation.....

RULES AND REGULATIONS FOR COFFEE RECESSING LICENCE
(NON WASHED COFFEE)

The licence holder shall observe the following rules and regulations:-

1. Coffee received for hulling shall be kept in a cherry store in such conditions as provided under these regulation in the warehousing licence.
2. Shall be required to determine coffee bean moisture in acceptable moisture content which is between 9% and 12%.
3. Shall grade to separate coffee beans by size into FAQ superior, FAQ SUG, UG grades and Triage as set in the second schedule.
4. Shall have a bagging off system consisting of auto-weighers of 60 kgs net and bag closing machine.

5. Shall keep clean coffee in a store adjacent to the coffee curing plant with enough storage of not less than one week curing capacity of the plant. The store keeping shall observe conditions of warehousing licences as provided under these regulations.

Serial No.....
TCB/WH/001

Form No.

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General,
P.O. Box 732,
MOSHI - TANZANIA

APPLICATION FOR WAREHOUSE LICENCE

1. I/We.....(Name of Individual of Firm)
of.....(Postal Address)

Tel:No.....Telex:.....Fax:.....

I hereby apply to be licensed for the year ending 30th September

2. I have/have not been previously licensed to undertake WAREHOUSE activities.

3. My previous licence was No.....dated.....
which expired/expires on.....

4. My business office will be located at Plot.....at.....
.Street.....(Town/Place)

5. I wish to deal in the following description of coffee:.....

6. I enclose remittance for the required application fee as stated below:-
US\$.....

7. I hereby undertake and promise to effect Licence fee payment on the success of my application as state below.
US\$.....

I have read and will comply with the Statutory Provisions governing the holding of licence for WAREHOUSING.

Signature of Applicant.....
Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of

COFFEE WAREHOUSE subjected to the relevant conditions.

Application fees paid US\$.....Receipt No.....Issued on.....

Licence fee paid US\$.....Receipt No.....Issued on.....

Checked and found correct:

Signature:.....Designation.....Date.....
Authorized for grant of licence

Signature:.....Designation.....Date.....

CONDITIONS FOR APPLICATION FOR COFFEE WAREHOUSING LICENCE

The applicant for coffee Warehousing Licence must fulfill the following:

1. Must have a copy of applicants business registration certificate in Tanzania.
2. Must have a copy of the Applicant's Company Memorandum and Article of Association.
3. Must have a business trading licence.
4. Possession of a warehouse. This must have ventilation on two directly opposite sides if not all sides, to enable air move freely from one side to another with minimal obstruction.
5. Natural light in the warehouse shall be adequate and where necessary, shall be supplemented with electrical lights having minimal heating effects e.g. high bay or florescent fitting etc.
6. The surrounding areas of the warehouse shall be open and clean to allow free flow of natural air.
7. The warehouse shall not be shared with any other foodstuff, chemical or mechanical inputs.
8. There shall be platform weighing scales capable of measuring up to 250 Kgs which have been approved by the Department of Weight and Measure of the Government.
9. There shall be fire extinguishers cylinders preferably carbon dioxide or halogen types. A minimum of four medium cylinders per 450sq m of warehouse.

Form No. TCB/WH/002

TANZANIA COFFEE BAORD

LICENCE FOR COFFEE WAREHOUSING

M/S.....
.....
.....

Is hereby licensed to carry out business of COFFEE WAREHOUSING:

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001.

Issued on.....

Expires on.....

Fee Paid.....

Receipt No.....

Signature.....Date:.....Designation.....

RULES AND REGULATIONS FOR COFFEE WAREHOUSING LICENCE

1. The warehouse shall have at least one moisture meter.
2. Warehouse must be provided with pallets on which to stake the coffee. Coffee should not be stated on the floor.
3. For warehouses attached to licensed Curing Factory.
 - (a) Well-detailed warehouse coffee storage warrants must be designed and approved by TCB for warehouse use.
 - (b) A raw material receiving area must be very well defined and distinguished from the finished product area for shipments. Proper demarcation between parchment and clean coffee (finished product) should be observed.
4. Sample room: It is necessary to have a sample room with trained personnel who have sufficient knowledge of coffee grades.

The Sample Room prepares samples for liquoring as well as auction samples.

Liquoring is optional for purposes of control only.

Serial No.....

Form No. TCB/LQ/001

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI – TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR COFFEE LIQUORER LICENCE

1. I/We.....(Name of Individual of Firm) of
.....(Postal Address)
Tel: No.....Telex:.....Fax:.....
I hereby apply to be licensed for the year ending 30th Juneas a

COFFEE LIQUORER

2. I have/have not been previously licensed as a COFFEE LIQUORER
3. My previous licence was
No.....dated.....
which expired/expires
on.....
4. My business office will be located at
Plot.....
at
.....Street.....(Town/Place)
5. I enclose remittance for the required application fee as stated below:-

US \$.....

6. I hereby undertake and promise to effect licence fee payment on the success of my application as stated below.

US\$

I have read and will comply with the Statutory Provisions governing the holding of licence for COFFEE LIQUORER

Signature of Applicant:.....

Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of COFFEE LIQUORER subjected to the relevant conditions.

Application fee paid US\$.....Receipt No.....Issued on.....

Licence fee paid US\$.....Receipt No.....Issued on.....

Checked and found correct:

Signature:.....

Designation:.....Date:.....

Authorized for grant of licence:

Signature:.....

Designation:.....Date:.....

CONDITIONS FOR APPLICATION OF LIQUORER LICENCE

1. There shall be two types of applications, namely application by a consultant liquorer and a sole liquorer.
 2. Application by consultant liquorer shall have the following conditions.
 - (a) The applicant shall produce a copy of certificate of incorporation in Tanzania and valid trading licence.
 - (b) The applicant shall produce a copy of the Company Memorandum and Articles of Association together with two passport (2) size recent photographs of each of the company Directors duly attested by a Notary Public.
 - (c) The applicant shall have full equipped liquoring facilities.
 - (d) The applicant shall have proper office with physical address located in Tanzania subject to inspection by Tanzania Coffee Board officials at any time.
 - (e) The applicant shall have to be certified by Tanzania Coffee Board Trade Test panel.
 3. Application by a sole liquorer shall have the following conditions.
 - (a) The applicant shall have fully equipped liquoring facilities or shall have access to liquoring facilities of another registered coffee liquorer/trade.
 - (b) The applicant shall have to be approved and passed the coffee liquorers test conducted by Tanzania Coffee Board Trade Test Panel and have a certificate issued by the said panel.
-

Form No. TCB/LQ/002

TANZANIA COFFEE BOARD

LICENCE FOR COFFEE LIQUORER

M/S.....
.....
.....
.....

Is hereby licensed to carry out business of:

COFFEE LIQUORER

Subject to the conditions provided by Tanzania Coffee Board Act. No. 23 of 2001.

Issued on.....

Expires on.....

Fee Paid.....

Receipt No.....

Signature:.....Date:.....

Designation:.....

RULES AND REGULATIONS FOR COFFEE LIQUORER LICENCE

1. The holder shall be required to observe all liquoring ethics and shall ensure that all necessary information given by him are correct to the best of his knowledge.
2. The holder shall not be allowed to liquor or taste coffee for more than four companies.
3. The liquorer shall be required to affix his approved number on any correspondence certified by him.

Serial No.....

Form No. TCB/GCE/001

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI – TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR GREEN COFFEE EXPORT LICENCE

1. I/We.....(Name of Individual of Firm) of(Postal Address)

Tel: No.....Telex:..... Fax:.....

2. I have/have not been previously licensed to undertake GREEN COFFEE EXPORTER.

3. My previous licence was No.....dated.....

4. My business office will be located at Plot.....atStreet.....(Town/Place)

5. I wish to deal in the following description of coffee:.....

6. I enclose remittance for the required application fee as stated below:-
US\$.....

7. I hereby undertake to promise to effect Licence fee payment on the success of my application as stated below:
US\$.....

8. I have read and will comply with the Statutory Provisions governing the holding of licence for GREEN COFFEE EXPORT.

Signature of Applicant.....
Date.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of GREEN COFFEE EXPORT subjected to the relevant conditions.

Application fees paid US\$.....Receipt
No.....

Issued on.....

Licence fee paid US\$..... Receipt
No.....

Issued on.....

Checked and found correct:

Signature:.....Designation.....Date:.....

Authorized for grant of licence:

Signature:.....Designation.....Date:.....

CONDITIONS FOR APPLICATION FOR GREEN COFFEE EXPORT
LICENCE

The application for Green Coffee Export Licence must fulfill the following:-

1. The application shall produce a copy of certificate of incorporation in Tanzania and a valid trading licence.
2. The Application shall produce a copy of the company Memorandum and Articles of Association together with two passport (2) size recent photographs of each of the Company Directors duly attested by a Notary Public.
3. The applicants Company shall have paid-up capital of not less than Tshs. 30 million. Names of the company Director's shall be those appearing in the Memorandum and Articles of Association.
4. The applicant shall obtain a Bankers reference on proper conduct of accounts.
5. The applicant shall be a Coffee Trader or shall appoint a person to be Coffee Trader who shall be examined and approved by Tanzania Coffee Board Trade Test Panel. The Coffee Trader shall be a director or an employee of the Company.
6. The applicant's coffee trader shall be the person allowed to bid in auction for and on behalf of the applicant's company.
7. The applicant shall have a fully qualified and Licensed Coffee Liquorer.
8. The applicant shall have fully equipped liquoring facilities or shall have access to liquoring facilities of another coffee trader approved by Tanzania Coffee Board.
9. The applicant shall after being granted an export licence, conduct his export business through a bank recognized by the Bank of Tanzania.
10. The applicant shall have proper office with physical address located in Tanzania subject to inspection by Tanzania Coffee Board officials at any time.

Form No. TCB/GCE/002

TANZANIA COFFEE BOARD

GREEN COFFEE EXPORT LICENCE

M/S.....
.....
.....
.....

Is hereby licensed to carry out business of:

GREEN COFFEE EXPORT

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001.

Issued on.....

Expires on.....

Fee Paid.....

Receipt No.....

Signature:.....Date:.....
.....

Designation.....

RULES AND REGULATIONS FOR GREEN COFFEE EXPORT LICENCE

1. The Green Coffee Exporter shall be allowed to bid in coffee auctions conducted by Tanzania Coffee Board in Moshi and shall be deemed to have bought the coffee upon the fall of the hammer. All coffee to be exported through approved exit points shall be bought at the auction.
2. All bids in coffee auction shall be, for the time being in USD per 50 kgs.
3. Any coffee bought as per (2) above shall be paid for within the prompt date.
4. Any coffee bought and not paid for within prompt date and after the expiry of seven days (7) days after the prompt date, the Coffee shall be re-possessed and auctioned and the buyer shall pay the difference to the Board of between the original auction price and the new auction price plus any other costs incurred in the process of re-auctioning.
5. Noted bids in coffee auctions shall remain firm with the bidder until the close of business on that day of the auction. If the bids shall not be confirmed in time, such bids shall be withdrawn.
6. Payments shall be made by telegraphic transfer to Tanzania Coffee Board through its accounts opened with various banks within Tanzania. For exporters having banks accounts within Moshi Town can make payments by cheque.
7. Exporter who shall fail to make payment within prompt date shall be charged interest at the Bank's rate applicable to private exporters plus one (1%) percent service charge. No exporter shall be allowed to bid in auction if he has outstanding invoices.

8. Tanzania Coffee Board being satisfied that a payment of a full value has been received Exporter shall take possession of coffee bought at auctions after Warehouse Warrants have been released to him.
9. The exporter shall cause his coffee to be stored in a Licensed Warehouse.
10. The exported shall be required to make sure that the warrant weights of the coffee bought shall be within the allowed standard weight before shipment is effected.
11. The exporter shall be allowed to lodge a claim against a coffee seller to Tanzania Coffee Board with regard to quality or weight difference, any time before coffee is moved out of original auctioning warehouse.
12. Any claim or dispute with regard to quality or weight difference not settled amicably between the parties shall be referred to Arbitration. Arbitration samples shall be drawn by an independent sampler acceptable to Tanzania Coffee Board or Tanzania Coffee Association.
13. All coffee exported shall get coffee export approval certificate issued by Tanzania Coffee Board and Exporter shall never export coffee without first obtaining the said certificate.

Serial No.....
TCB/ICE/001

Form No.

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI –TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR INSTANT COFFEE EXPORT LICENCE

1. I/We.....(Name of Individual of Firm)
of

.....(Post
Address)

Tel:
No.....Telex:.....Fax:.....

I hereby apply to be licensed for the year ending 30th June,
as a INSTANT COFFEE EXPORTER.

2. I have/have not been previously licensed as a INSTANT COFFEE
EXPORTER.

3. My previous licence was
No.....dated.....which
expired/expired on.....

4. My business office will be located at
Plot.....at.....

Street.....(Town/Place)

5. I enclose remittance for the required application fee as stated below:-
US\$.....

6. I hereby undertake and promise to effect Licence fee payment on the success
of my application as stated below:-
US\$.....

I have read and will comply with the Statutory Provision governing the
holding of licence for INSTANT COFFEE EXPORTS.

Signature of Applicant:.....

Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of
INSTANT COFFEE EXPORTS subjected to the relevant conditions.

Application fee paid US\$.....Receipt No.....Issued
on.....

Licence fee paid US\$.....Receipt No.....Issued on.....

Checked and found correct.

Signature:.....Designation:.....Date:.....

Authorized for grant of licence:

Signature:.....Designation:.....Date:.....

CONDITIONS FOR APPLICATION FOR INSTANT COFFEE EXPORT
LICENCE

The applicant for Instant Coffee Exporters Licence must fulfill the following:-

1. The applicant shall produce a copy of Certificate of Incorporation in Tanzania and valid trading licence.
2. The applicant shall produce a copy of the Company Memorandum and Articles of Association together with two (2) passport size recent photographs of each of the Company Directors duly attested by a Notary Public.

3. The applicant's Company shall have paid up capital of not less than Tshs. 30 million. Names of the Company Directors shall be those appearing in the Memorandum and Articles of Association.
 4. The Company shall obtain a Banker's guarantee.
 5. The applicant shall have proper office with physical address located in Tanzania subject to inspection by Tanzania Coffee Board officials at any time.
 6. The applicant shall produce monthly trading/shipping operations reports to the Tanzania Coffee Board Headquarters.
-

Form No. TCB/ICE/002

TANZANIA COFFEE BOARD

INSTANT COFFEE EXPORT LICENCE

M/S.....

Is hereby licensed to carry out business of:

INSTANT COFFEE EXPORT

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001.

Issued on.....
 Expires on
 Fee Paid.....
 Receipt No.....

Signature:.....

Date:.....

Designation.....

RULES AND REGULATIONS FOR INSTANT COFFEE EXPORT LICENCE

1. The licence holder shall export instant coffee produce by himself or bought from instant coffee producing factories.
2. The holder shall observe all regulations and standards governing export for instant coffee set by Tanzania Bureau of Standards, the government and International Coffee Organization.

Serial No.....
TCB/RB&GCE/001

Form No.

TANZANIA COFFEE BOARD

One Copy to be sent to:
Director General
P.O. Box 732
MOSHI – TANZANIA

Tel: 027-2752324
Telex: 43088
Fax: 027-2753033

APPLICATION FOR ROASTED BEANS AND GROUND
COFFEE EXPORT LICENCE

1. I/We(Name of Individual of Firm)
of
.....(Postal
Address)

Tel:
No.....Telex:.....Fax:.....

I hereby apply to be licensed for the year ending 30th June,
as a ROASTED BEANS AND GROUND COFFEE EXPORTER.

2. I have/have not been previously licensed to undertake ROASTED BEANS
AND GROUND COFFEE EXPORTER.

3. My previous licence was
No.....dated.....which
expired/expires on

4. My business office will be located at
Plot.....at.....
Street.....(Town/Place)

5. Details about my/our Coffee Roasting Machinery are as appended below(use
separate paper).

6. I enclose remittance for the required application fee as stated below:-
.....

7. I hereby undertake and promise to effect Licence fee payment on the success
of my application as stated below:-
.....

I have read and will comply with the Statutory Provisions governing the
holding of licence for ROASTED BEANS AND GROUND COFFEE
EXPORTS.

Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of
ROASTED BEANS AND GROUND COFFEE EXPORTS.

Application fee paid US\$.....Receipt No.....Issued
on.....

Licence fee paid US\$..... Receipt No.....Issued
on.....

Checked and found correct:

Signature:.....Designation.....Date.....

....

Authorized for grant of licence:

Signature:.....Designation.....Date.....

FORM TCB/RB&SCE/002

TANZANIA COFFEE BOARD ROASTED BEANS AND GROUND COFFEE
EXPORT LICENCE

M/S.....
.....
.....
.....

Is hereby licensed to carry out business of:

ROASTED BEANS AND GROUND COFFEE EXPORT

Subject to the conditions provided by Tanzania Coffee Industry Act No. of 2001.

Issued on.....
Expires on
Fee Paid.....
Receipt No.....

Signature:.....

Date:.....

Designation:.....

RULES AND REGULATIONS FOR ROASTED BEANS AND GROUND
COFFEE EXPORT LICENCE

1. The holder shall produce monthly trading/shipping operations report to the Tanzania Coffee Board headquarters.
2. The holder shall submit to Tanzania Coffee Board before exporting a sample of the export produce duly approved by Tanzania Bureau of Standards Coffee Technical and Export Packaging Committees.
3. The holder must comply with all conditions laid down by International Coffee Organization and Tanzania Government as in force at the time of shipment.

Serial No.....

Form No. TCB/LR/001

TANZANIA COFFEE BOARD

One Copy to be sent to:
 Director General
 P.O. Box 732
 MOSHI - TANZANIA

Tel: 027-2752324
 Telex: 43088
 Fax: 027-2753033

APPLICATION FOR LOCAL COFFEE ROASTER'S LICENCE

1. I/We(Name of Individual of Firm)
 of(Postal
 Address)
 Tel:
 No.....Telex:.....Fax:.....
 I hereby apply to be licensed for the year ending 30th June,
 As a LOCAL COFFEE ROASTER(S).

2. I have/have not been previously licensed to under take LOCAL COFFEE ROASTER(S).
3. My previous licence was
 No.....dated.....which
 expired/expires on.....
4. My business office will be located at
 Plot.....at.....
 Street.....(Town/Place)
5. Details about my/our Coffee Roasting Machinery are as appended (use separate paper).
6. I wish to deal in the following descriptions of coffee.....
7. I enclose remittance for the required application fee as stated below:-

8. I hereby undertake and promise to effect Licence fee payment on the success of my application as stated below:-

9. I have read and will comply with the Statutory Provisions governing the

holding of licence for COFFEE ROASTING.

Signature of Applicant:.....

Date:.....

FOR OFFICIAL USE ONLY

Licence be granted to the above named applicant to carry on the business of LOCAL COFFEE ROASTING subjected to the relevant conditions.

Application fees paid US\$......Receipt No.....Issued on.....

Licence fee paid US\$......Receipt No.....Issued on.....

Checked and found correct:

Signature:.....Designation:.....Date:.....

CONDITIONS FOR APPLICATION FOR LOCAL COFFEE ROASTERS LICENCE

1. The applicant shall produce a copy of Certificate of Incorporation in Tanzania and a valid trading licence.
2. The applicant shall produce a copy of the Company Memorandum and Articles of Association together with two (2) passport size recent photographs of each of the Company Directors duly attested by a Notary Public.
3. Possession of a complete assembly of a Coffee Roasting Machinery which should comprise all the essential components viz the roasting drum, the coffee grinder, essential weighing scales and packing facility duly installed. Tanzania Coffee Board will certify the premises of such an applicant.

Form No. TCB/ILR/002

TANZANIA COFFEE BOARD

COFFEE ROASTERS LICENCE

M/s
.....
.....
.....

Is hereby licensed to carry out business of:

COFFEE ROASTER

Subject to the conditions provided by Tanzania Coffee Industry Act No. 23 of 2001.

Issued on.....
Expires on
Fee Paid.....
Receipt No.....

Signature:.....
Date:.....

Designation:.....

RULES AND REGULATIONS FOR LOCAL COFFEE ROASTER LICENCE

1. The Coffee Roasters shall procure green coffee raw material either from the auction or buy Parchment/dry cherry coffee directly from farmers for which a coffee buyer's licence must be obtained.
2. In the case of coffee bought directly from farmers such coffee should be cured in a curing factory licensed by Tanzania Coffee Board.
3. Samples of each bulk of the coffee cured for purposes of local roasting shall be sent to Tanzania Coffee Board for quality assessment.
4. The local roaster buying the coffee shall indicate in advance a particular grade and quality of coffee he prefers for his purpose.
5. The coffee must then be properly requisitioned from the respective coffee curing factory with copies of the requisition and the loading report sent to Tanzania Coffee Board.
6. Coffee local roasting not going through auction must be charged Tanzania Coffee Board levy currently in force or any other Cess as shall be gazetted by the Minister for Agriculture. The levy so charged shall be based on the nearest auction price at which coffee equal in quality to the coffee earmarked for local roasting was sold.
7. Raw material (green coffee) storage should be on wooden pallets separated from the finished products storage area.
8. The Tanzania Bureau of Standards Coffee Technical Committee shall approve sample of finished products for sale.
9. Monthly operating reports on purchases roasting and sales shall be forwarded to Tanzania Coffee Board Headquarters.

Serial No.....
TCB/QC/001

Form No.

TANZANIA COFFEE BOARD

Tel: 027-2752324

Telex: 43088
 Fax: 027-2753033

QUALITY CERTIFICATE

Quantity.....Kgs/bags
 Type of coffee.....
 Grade.....
 Defective beans count%.....
 Approximate screen sizes.....
 Colour (raw appearance).....
 Small.....
 Roast.....
 Cup Taste.....
 Representative sample size.....
 Qty.....
 This certificate expires on.....
 Signed.....
 Name:.....
 Designation:.....
 Date:.....

Form No. TCB/RT/001

TANZANIA COFFEE BOARD

CURING/EXPORT STATEMENT

SEASON.....
 Date:.....

NAME OF COFFEE OWNER

OUTTURN AND LIQUOR NO.....

Receipt No.	No. of Bags	Weight Kg. Net	Remarks
Total			

PRODUCING/EXPORT

	@ 60 Kg. Net	=...k g	Plus Pockets	Total Kgs	% of Total	Bulk No.	Sale No.	Sale Price
PB								
AA								

A								
B								
E								
AF								
TT								
C+T								
F								
HP								
TEX								
Samples								
Total								

Remarks.....

Signature:.....

Designation:.....

Serial No.....

TANZANIA COFFEE BOARD EXPORT APPROVAL FORM

TANZANIA COFFEE BOARD
P.O. BOX 732 MOSHI

SERIAL NO.

FROM: COFFEE EXPORTER

TO: TCB

M/s: -----

COFFEE EXPORT APPROVAL

DATE:-----

SALE NO. & DATE	INVOICE	CRO NO. & DATE	LOT NOS.	NO. OF BAGS	PKTS	LOT NOS.	NO. OF BAGS	PKTS

N.B. 1. This document will be filled by Exporter and shall be part of export

document.

2. To be Checked and stamped by customs officials.

COFFEE EXPORTER

Prepared by (Name):-----

Signature:-----

Designation:-----

(Official Stamp)

TANZANIA COFFEE BOARD

Prepared by (Name):-----

Signature:-----

Designation:-----

For: Managing Director

(Official Stamp)

CUSTOM AUTHORITY

Checked by (Name):-----

Signature:-----

Designation:-----

(Official Stamp)

DISTRIBUTION

ORIGINAL: Customs Office
DUPLICATE: Tanzania Coffee Board
TRIPLICATE: Exporter
QUADRUPLICATE: Book Copy

SECOND SCHEDULE
GRADES FOR ROBUSTA AND ARABICA COFFEE

I. GRADING STANDARDS FOR ROBUSTA COFFEE

1. GRADE: ROBUSTA SUPERIOR

- a. To consist of clean and dry coffee beans of which not more than 5% by weight will pass through Screen No.16.
- b. To be of reasonably good appearance, and to be free from extraneous matter, husks, black beans, pods and from all traces of mustiness to have defective points count of not more than 15, which is 3 grams of defects (semi-blacks and insect damaged) or 1% from 300 grams.

2. GRADE: ROBUSTA FAQ

- i) To consist of clean and dry coffee beans all of which will pass through Screen No. 16 and of which not more than 5% by weight will pass through Screen No. 14.
- ii) To be of reasonably good appearance and to be free from extraneous matter, and from all traces of mustiness, to have defective points count of not more than 40, and do not exceed 4 grams by weight from 300 grams or 1.5%, and shall be attributable to 12 points by count black beans.

3. GRADE: ROBUSTA SPECIAL UG (SUG)

- i) To consist of clean and dry coffee beans all of which will pass through Screen No. 16 and of which not more than 5% by weight will pass through Screen No. 14.
- ii) To be of reasonably good appearance and to be free from extraneous matter, and from all traces of mustiness, to have defects points count of not more than 60 of which not more than 30 points count shall be attributable to blacks, husks and pods or 8 grams, and do not exceed 2.5% by weight from 300 grams.

4. GRADE: ROBUSTA UG

- i) To consist of clean dry coffee beans, all of which will pass through Screen No. 14 and of which not more than 10 by weight will pass through Screen No. 13.
- ii) To be free from all traces of mustiness and to contain not more than ½% by weight of extraneous matter and husks together, to have defect the points count of not more than 160 of which not more than 60 points be attributable to black beans.

5. GRADE: ROBUSTA TRIAGE

To consist of clean and dry coffee beans free from all traces of mustiness to contain not more than 1% weight of husks, and to be equal to a sample approved from time to time by TANZANIA COFFEE BOARD.

Defectives:

Defectives points count means the sum of points computed according to the scale detailed hereunder of points value for defectives by strict count of the defectives in 300 grams of processed coffee.

Defective	Points
1. Black.....	1
2. Pod.....	1
3. Stinker.....	1
4. Badly insect damaged been.....	1
5. Half black	1/2
6. Parchment.....	1/2
7. Abnormally pale bean.....	1/3
8. Shell.....	1/3
9. Broken bean.....	1/5
10. Immature bean.....	1/5
11. Shrivelled began.....	1/5
12. Discoloured bean.....	1/5
13. Slightly insect damaged bean.....	1/10

1. Black means a bean of which more than half is black externally.
2. Pod means the whole dried coffee cherry.
3. Stinker means a coffee coloured bean which as a sour or unpleasant smell when cut.
4. Badly insect damaged bean means a bean of which half or more of its part is damaged by pests or diseases.
5. Half black means bean, which is dark brown, and a bean of which less than half is black externally.
6. Parchment means enclosed in its parchment integument.
7. Abnormally pale bean means a chalky white bean
8. Shell means a hollow malformed bean in the shape of a shell.
9. Broken bean means less than half a bean.
10. Immature bean means flattened bean, which contains no kernel or ridged on the surface.

11. Shriveled been means a bean which is desiccated, shriveled and often also corrugated or ridged on the surface.
 12. Discoloured bean means a mottled bean which is desiccated, shriveled and often also corrugated or ridged on the surface.
 13. Slightly insect damaged bean means a bean which pinholed by insect or a bean of which less than half has been damaged by pests or diseases.
-

II. GRADING STANDARDS FOR WASHED ARABICA

DESCRIPTION OF PARCHMENT COFFEE

1.0 Parchment Coffee

- (j) Premium grade; which shall mean a very good quality parchment coffee silver skinned with no damaged, broken, black and loose beans
- (ii) Parchment I; which shall mean a good quality parchment coffee which is silver skinned beans with brownish parchment. The coffee has some parchment coffee with centre cut slightly opened with few parchment broken by machine.
- (iii) Parchment II; which shall mean a fair quality Parchment Coffee with brownish to black skinned parchment, presence of noticeable parchment broken by machine, presence of much more parchment with center
- (iv) Parchment III; which shall mean parchment coffee brownish to black skinned beans with much more beans broken by machine, presence of floats and dis-coloured parchment and presence of black beans
- (v) Estate Clean; which shall mean domestically hulled coffee of good quality, greenish in colour and requiring cleaning, grading and polishing only.

2.0 Washed Coffee Grading Schedules Applicable under Coffee Curing Licence:

The resultant clean coffee grades after coffee is subjected to size and density grading shall conform to following specifications: -

Grade	Screen Specifications
AA	Retained minimum 90% of screen 18. Maximum 8 – 10% of screen 17 Maximum 2% of screen 15

A	Retained minimum 90% of screen 15/16 Maximum 2% of screen 14
B	Retained minimum 90% of screen 15/6
C	Maximum 10% of screen 14
PB	Retained minimum 95% pea-berry beans 14 Maximum 5% float beans
AF	Minimum 90% screen 17 Maximum 8-10% screen 15/6 Maximum 2% screen 14
TT	Maximum 90% screen 15/6 Maximum 10% screen 14
E	Minimum 90% 18. Maximum 10% below Nothing below screen 15
F	Light broken beans resulting from all above grades.

THIRD SCHEDULE

RULES FOR DIRECT EXPORT OF GREEN COFFEE

- Definitions
1. In these rules, unless the context provides otherwise:-
“Specialty Coffee” means coffee with special characteristics, defined by the buyer and made known to the Board before coffee exportation;
“organic coffee” means coffee produced according to high standards of husbandry, specified in the regulations and with maximum chemical levels that conform to those recognized by the International Organic Products Certifying Agency;
“Regulations” means Coffee Industry Regulations, 2003.
- Conditions for being exempted from sale at the auction
2. Subject to rule 3, the Board may, under special conditions provided in rule 4, exempt sellers of specialty and organic coffee from selling their coffee through auctions organized by the Board.
- Persons exempted from selling their coffee through auctions
3. Pursuant to rule 2, the following persons may be exempted by the Board from selling their coffee through the auction:-
- (a) Farmer groups and associations;
 - (b) Cooperative societies;
 - (c) Individual farmers;
 - (d) Companies or Non-Governmental Organizations with special arrangements with farmers, which conform to the provisions of rule 5.
- Conditions for direct sell
- 4(1) Before issuance of a licence for direct coffee export, the following conditions shall be complied with:-
- (a) The coffee produced shall possess quality standards, which are higher than those of similar types or grades of coffee sold at the auction;
 - (b) The coffee shall fetch higher prices than those normally obtained at the auction for similar types or grades of coffee;
 - (c) The applicant shall be required to pay all relevant fees to the Board;

(d) The applicant shall be required to register annual production and sales estimates with the Board before commencement of a coffee season.

(e) An application for direct export licence shall be accompanied with relevant proofs, indicating the applicant's qualification for exemption;

(2) The direct export licence shall be applied for annually.

(3) The licence issued under this rule shall not be transferred or assigned to another person;

Direct sellers with special arrangements with farmers

5. Companies or Non-Governmental Organizations with special arrangements with farmers, shall not qualify to sell outside the auction, as provided under rule 3 unless they-

(a) enter into formal contracts with farmers, which shall specify rights and obligations of farmers on one side, and those of the companies or Non-governmental Organizations, on the other;

(b) ensure that one of the farmers' rights under the contracts is a right to be paid a higher percentage of a profit margin, obtained from the transaction;

(c) register the said contracts with the Board, before their enforcement.

Sales contracts to be registered with the Board

6(1). Without prejudice to the provisions of rules 3, 4 and 5, before an export licence is issued, the applicant who is bound by these rules, shall produce to the Board's satisfaction, a proof of a contract between the license applicant and the coffee buyer, stating *inter alia*:

(a) the type, grade, class of coffee;

(b) the price offered.

(2) The said exporter shall register the said sales contract with the Board.

7. In conducting evaluation of the sales contracts, the Board may consult relevant national as well as international authorities.

8. Upon being informed of the sales contract, the Board shall ascertain and certify quantities, qualities and prices involved in the said contract, before giving approval for the coffee to be exported.

9. Persons allowed to sell coffee under these rules shall always give access to authorized persons of the Board to inspect their estates, farms, warehouses, go-downs or pulperies and may be requested to produce, for purpose of inspection, any document related to the production, processing and export of coffee.

Exporters to pay statutory fees

10. Exporters licensed under these rules, shall pay all statutory fees payable to the Board or any other entitled national authority, before the coffee is exported.

Prohibition from selling outside the rules

11. (1) Persons who have been issued with direct export licences under these rules shall not sell their coffee under any other arrangement,

(2) Notwithstanding the provisions of sub rule (1), applicants whose applications have failed or who fail to comply with the provisions of these rules, shall sell their coffee through normal auctions, organized by the Board.

Cancellation of licence in case of non-compliance with rules

12. Any person, who contravenes any of these rules, commits an offence punishable under the Act, and in addition to such punishment, he shall have his direct export licence cancelled and the coffee involved forfeited.

Application of other coffee rules and regulations

13. Without prejudice to the foregoing, all rules and regulations as regards quality, grading and commencement of seasons, applicable to either Private Coffee Buyers or Green Coffee Exporters' licence holders, shall apply *mutatis mutandis* to the direct export licence holders.

Dar es Salaam
..... November 2002

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CHARLES N. KEENJA (MP.)
Minister for Agriculture
and Food Security