

## LEGAL NOTICE NO.....

### THE CROPS ACT, 2013

(No. 16 of 2013)

### THE CROPS (PYRETHRUM) REGULATIONS, 2019

### ARRANGEMENT OF REGULATIONS

### Regulation

#### PART I—PRELIMINARY

- 1— Citation.
- 2— Interpretation.
- 3—Purpose.

### PART II—REGISTRATION AND LICENSING PROVISIONS

- 4—Registration of commercial nursery
- 5—Registration of a pyrethrum grower
- 6—Registration of a dealer.
- 7—Registration of a processor.
- 8—Letter of no Objection
- 9—Revocation of letter of no Objection.
- 10—Notification for inspection.
- 11—Issuance of registration certificate.
- 12—Licensing of a Processor.
- 13—Conformity Certificate
- 14—Contract between processors and growers.
- 15—Returns.
- 16—Plant Breeders Rights and Market Access
- 17—Licensing of exporters and importers.
- 18—Revocation of licenses.
- 19—Issuance of an Export/Import Permit.
- 20—Decision on registration and Licensing
- 21—Non- Transferability of license and certificates of registration.

# PART III PRODUCTION AND QUALITY ASSESSMENT PYRETHRUM AND PYRETHRUM PRODUCTS

- 22—Quality Assessment of flowers
- 23—Appointment of inspectors
- 24—Powers of Entry and inspection

### PART IV—GENERAL PROVISIONS

- 25—Modification of the forms
- 26—Validity of licenses and certificates of registration
- 27—Transition provisions
- 28—Dispute resolution Committee
- 29—Pricing Formula Committee
- 30—Pyrethrum Levy
- 31—General penalty

#### THE CROPS ACT, 2013

(No. 16 of 2013)

**IN EXERCISE** of the powers conferred by section 40 of the Crops Act, 2013, the Cabinet Secretary for Agriculture, Livestock, Fisheries and Irrigation, in consultation with the Agriculture and Food Authority and the County Governments, makes the following Regulations—

# THE CROPS (PYRETHRUM) REGULATIONS, 2019 PART I-PRELIMINARY

Citation.

**1.** These Regulations may be cited as the Crops (Pyrethrum) Regulations, 2019.

Interpretation.

**2.** In these Regulations unless the context otherwise requires—

No.16 of 2013.

"Act" means the Crops Act 2013;

No. 13 of 2013.

"Authority" means the Agriculture and Food Authority established under section 3 of the Agriculture and Food Authority Act;

"Cabinet Secretary" means the Cabinet Secretary for the time being responsible for matters relating to agriculture;

"commercial nursery operator" means a person who propagates pyrethrum planting material for sale;

"county government" shall have the meaning assigned to it under Article 176 of the Constitution;

"dealer" means a person collecting, transporting, storing, buying pyrethrum flowers on behalf of a licensed processor;

"Directorate" means a directorate of the authority established under section 11, of the Agriculture and Food Authority Act to deal with pyrethrum matters;

"exporter" means a processor licensed by the Authority to export pyrethrum products;

"export permit" means a permit issued by the Authority to export pyrethrum and products;

"export or import consignment" means quantity declared by applicant;

"grist" means ground pyrethrum dry flowers;

"grower" means a person who cultivates pyrethrum for flowers:

"importer" means a processor licensed by the Authority to import pyrethrum and pyrethrum products;

"import permit" means a permit issued by the Authority to import pyrethrum and products;

"inspector" means an officer nominated by the County Government and gazetted by the Authority as an inspector in accordance with section 27 of the Act; "license" means a license issued to a processor or an exporter;

"processor" means a person issued with a license under these regulations to extract pyrethrins from pyrethrum flowers or products;

"person" includes an individual, a company, an association, cooperative society or a corporate body;

"pyrethrum" means the plant or part of the plant of Chrysanthemum spp or of any inter-specific hybrid involving this species or of any progeny of such hybrid;

"pyrethrum extract" means an active ingredient obtained or derived from pyrethrum flower by treatment or processing;

"pyrethrum product" means any product, extract or substance obtained or derived from pyrethrum by any treatment or processing, not including grist; and

"Seed merchant" means a person registered under regulation 9 of the Seeds and Plant Varieties (seeds) Regulation.

Purpose.

- **3.** (1) The purpose of these Regulations is to guide the promotion, development and regulation of pyrethrum and pyrethrum products.
- (2) Without prejudice to the generality of the sub-regulation (1), the purpose of these regulations is to provide for—
  - (a) procedures and conditions for registration of growers and dealers;
  - (b) issuance of certificate of registration to commercial nursery operators and dealers;
  - (c) procedure and conditions for licensing of processors;
  - (d) issuance of certificate of compliance to processers;
  - (e) recommendation of agreement between processors and growers;
  - (f) issuance of export and import permits;
  - (g) promotion of best practices in production, transportation, storage and processing of pyrethrum; and
  - (h) imposition and administration of levies;

### PART II—REGISTRATION AND LICENSING

Registration of a Commercial Nursery **4.** (1) A person shall not establish or operate a commercial nursery in any area unless the person has a valid certificate

of registration from the respective County Government.

- (2) A commercial nursery operator shall apply for a certificate of registration from County Government where they intend to establish the nursery in form MPICD/1<sub>a</sub> as set out in the First Schedule.
- (3) The County Government shall issue an annual certificate of registration to successful a commercial nursery operator in MPICD/1<sub>b</sub> as set out in the First Schedule, upon payment of the fee set out in the third schedule.
- (4) Before issuing a certificate of registration to a commercial nursery, the County Government shall satisfy itself that the applicant has complied with the Act, these Regulations and any other relevant law.
- (5) A commercial nursery operator shall avail the certificate of registration to the Authority for verification whenever requested.
- (6) A commercial nursery operator shall submit biannual returns to the County Government and the Authority as set out in Form MPICD/1<sub>c</sub> not later than the tenth day of the first month after the end of the half.
- (7) A person who operates a commercial nursery as such without being registered in accordance with this regulation commits an offence and shall be liable upon conviction to a fine not exceeding twenty thousand shillings or to imprisonment for a term not exceeding six months or to both.
- (8) All pyrethrum nurseries shall comply with National, Regional and International standards applicable.

Registration of Pyrethrum grower.

- **5.** (1) A grower shall, apply for registration to a processor licensed under these Regulations in Form MPICD/1<sub>d</sub> as set out in the First Schedule for purposes of—
  - (a) Data capture and maintenance; and
  - (b) Provision of extension services.
- (2) Upon registration under sub-regulation (1) the processor shall issue a certificate of registration to the grower in Form MPICD/1<sub>e</sub> as set out in the First Schedule.
- (3) The processor shall share the information obtained in sub-

- regulation (1) with the Authority and the respective County Government.
- (4) A grower shall not register with more than one processor in respect of the same parcel of land under which they have grown pyrethrum.
- (5) A grower shall sign a contract with the processor where they are registered to deliver flowers as set out in the Second Schedule.
- (6) A contracted grower shall only sell pyrethrum flowers to that processor.
- (7) The processor shall maintain a register for the purposes of this part and shall record the particulars supplied accordingly.
- (8) The register referred to in sub regulation (7) shall be *prima facie* proof that a person is a registered pyrethrum grower.
- (9) A processor shall avail the particulars of such registration to the Authority and the respective County Government in Form MPICD/1<sub>f</sub> as set out in the First Schedule.
- (10) Any change in the particulars supplied by the grower for purposes of registration in accordance with this regulation shall be notified to the processor, County Government and the Authority in writing by the grower.
- (11) Where the processor has reasonable cause to believe that a person whose particulars are so recorded has ceased to be a grower, it may, after giving that person and the Authority one month's notice in writing, remove the name of such person from the register and inform the County Government and the Authority.
- (12) A person who grows and carries on business as such without being registered in accordance with this regulation or knowingly gives false particulars, commits an offence and shall be liable, upon conviction to a fine not exceeding twenty thousand shillings or to imprisonment for a term not exceeding six months or to both.

Registration of a dealer

- **6.** (1) A dealer shall apply for annual Certificate of registration or renewal to the Authority in Form MPICD/1<sub>g</sub>, as set out in the First Schedule.
- (2) The Authority shall issue an annual certificate of registration to a dealer in Form MPICD/1<sub>h</sub>, as set out in the First Schedule, upon payment of a fee set out in the Third Schedule.
- (3) Before issuing a Certificate of registration to a dealer, the Authority shall satisfy itself that the applicant has complied with the terms and conditions as set out in the application for certificate of registration.
- (4) A dealer shall submit quarterly returns to the County Government and the Authority in Form  $MPICD/1_i$  as set out in the First Schedule not later than the tenth day of the first month after the end of that quarter.
- (5) (1) The Authority may revoke, alter or suspend a Certificate of registration issued under these Regulations if the certificate holder if
  - a) Fails to comply with these Regulations or the conditions set out in the certificate of registration;
     or:
  - b) Commits an offence under the Act, these Regulations or any other written law in respect of the activity for which they have been registered.
  - (2) A person who contravenes regulations 5 (1) shall be liable upon conviction to a fine not exceeding five million shillings and to a term not exceeding three years or to both.
- Registration of a processor
- 7. A person who intends to process pyrethrum flowers or products shall apply to the Authority for a certificate of registration in Form MPICD/1<sub>j</sub>, as set out in the First Schedule

Letter of no Objection

- **8.** (1) The Authority shall issue a letter of no objection to a new applicant in Form MPICD/1<sub>k</sub> set out in the First Schedule, upon satisfying itself that the applicant has complied with the requirements of regulation 7.
- (2) The letter of no objection shall authorize the applicant to commence the project.

Revocation of letter of no Objection.

- **9.** (1) The Authority may revoke a letter of no objection issued under regulation 8 if
  - (a) the applicant made material misrepresentation or a false declaration in the application or;

- (b) the letter of no objection was otherwise obtained by corruption or fraud; or
- (c) a condition of the letter of no objection has been breached and no remedial measures have been made; or
- (d) The applicant has contravened the provisions of the Crops Act or these Regulations.

Notification for Inspection

10. The applicant shall notify the Authority upon completion of construction of the processing factory and compliance with the conditions in the letter of no objection in Form MPICD/1<sub>1</sub> as set out in the First Schedule.

Issuance of registration certificate

- **11.** (1) The Authority shall satisfy itself that the applicant has complied with the provisions of the Act and these Regulations before issuance of a certificate of registration.
- (2) The Authority shall issue the certificate of registration to the applicant in Form  $MPICD/1_m$  as set out in the First Schedule

Licensing of Processors.

- 12. (1) The holder of a Certificate of Registration shall apply to the County Government for an processing license on Form MPICD/1<sub>n</sub> set out in the First Schedule
  - (2) The County Government shall issue a processing License in Form  $MPICD/1_p$  as set out in the First Schedule.
  - (3) The license issued under sub regulation (2) shall be renewed annually at a fee as set out in the Third Schedule.
  - (4) The County Government shall at least thirty days before granting a license under these Regulations, give notice of the proposed grant in the Kenya Gazette and in such other manner as the County Government may determine.
- Conformity Certificate
- (5) Notwithstanding the provisions of sub regulation (4) the County Government may suspend or revoke a license issued under these Regulations.
- **13.** (1) A processor shall apply to the Authority for a certificate of conformity or renewal in Form MPICD/1<sub>q</sub> as set out in the first schedule, upon payment of prescribed fee in the

#### Fourth schedule

- (2) The Authority shall issue an annual certificate of conformity as set out in form  $MPICD/1_r$  of the First schedule.
- (3) A processor who contravenes regulation 13 (1) and (2) commits an offence and shall be liable, upon conviction to a fine not exceeding twenty thousand shillings or to imprisonment for a term not exceeding six months or to both.

Contract between processors and growers.

### 14. (1) A processor shall—

- (a) enter into a contract with its registered growers and register the contract with the County Government and the Authority as set out in the Second Schedule;
- (b) indicate in the contract the price payable to the grower based on the pyrethrin content;
- (c) pay growers for flowers delivered within thirty days from the date of collection; and

- (d) not buy pyrethrum flowers from any other person other than the growers contracted by the processor.
- (2) Provided that a processor may enter into an agreement with another processor in the event a processor is unable to buy flowers from its contracted growers.

Returns.

- **15.** (1) A processor shall submit quarterly returns to the County Government and the Authority as set out in Form MPICD/1<sub>s</sub> not later than the tenth day of the first month after the end of that quarter.
- (2) A processor who contravenes regulation 8 and 11(1) commits an offence and shall be liable upon conviction to a fine not exceeding twenty thousand shillings or to imprisonment of a term not exceeding six months or to both.

Plant breeders rights and Market access

- **16.** (1) A licensed processor or a registered commercial nursery operator or a seed merchant shall access plant breeder's rights in accordance with the national, regional and international laws.
- (2) A licensed processor shall access product registration data from the Authority upon payment of royalties as shall be determined by the Authority in collaboration with other relevant bodies from time to time

Licensing of exporters and importers.

- **17.** (1) A licensed processor who intends to export or import pyrethrum or pyrethrum products, shall apply to the Authority for an export or import license or renewal in Form MPICD/1<sub>t</sub> as set out in the First Schedule.
- (2) An importer shall pay license application or renewal fee as prescribed in the Third Schedule.
- (3) The Authority shall issue an export or import license in Form MPICD/ $1_u$  as set out in the First Schedule.

Revocation of licenses.

**18.** The County Government and the Authority may revoke or suspend the licenses if a processor, exporter or importer contravenes the provisions of the Act or any Regulations made there under.

Issuance of an Export/ Import Permit.

- **19.** (1) A licensed processor shall apply to the Authority for an export or import permit for each consignment in Form MPICD/1<sub>v</sub> as set out in the First Schedule.
- (2) The Authority shall issue an export or import permit to a

licensed processor in Form  $MPICD/1_W$  as set out in the First Schedule upon verification of the customs documentation on pyrethrum export or import of any pyrethrum consignments.

- (3) A processor shall not export or import pyrethrum or pyrethrum products without a valid license and permit issued by the Authority.
- (4) Before issuing a license or a permit to an exporter or importer, the Authority shall satisfy itself that the applicant has complied with the Act, these Regulations and any other relevant law.
- (5) The Authority shall not issue a permit if a processor is in contravention of the provisions of the Act or any regulations made thereunder.
- (6) The Authority may revoke or suspend the export or import permit if a processor contravenes the provisions of the Act or any Regulations made there under.

Decision on Registration and Licensing

- **20.** (1) Registration certificates and licenses issued under these Regulations shall remain in force until the thirtieth of June next following the date of issue unless earlier cancelled.
- (2) There shall be payable for the issuance of licenses such fees as prescribed under the Third Schedule.
- (3) An application for renewal of a registration and licensing under these Regulations shall be made to the Authority or County Government as the case maybe, not later than the first day of the month of June in which the current registration or license is due to expire.
- (4) The Authority and County Government shall after considering an application for Certificate of registration and license make a decision within ninety days after receipt of a duly completed application.

Non-Transferability of license and certificates of registration.

**21.** A license or certificate of registration issued under these Regulations shall not be transferrable.

# PART III STANDARDS FOR PYRETHRUM AND PYRETHRUM PRODUCTS

Quality assessment of pyrethrum flowers.

- **22.** (1) The processor shall appoint a qualified person to inspect all pyrethrum flowers received by the processor.
- (2) The person appointed under sub-regulation (1) shall issue a goods received note showing a grower the net weight of the pyrethrum received.
- (3) The analysis of pyrethrum flowers to determine the rate of payment shall be carried out by a person appointed by the processor.
- (4) A person appointed under paragraph (3) shall determine the rate of payment in the following manner—
  - (a) a sample shall be extracted by a method approved by the Authority from each bag of pyrethrum delivered to the processor;
  - (b) every grower's sample shall be analysed by the method approved by the Authority to determine the pyrethrins content of each grower's deliveries;
  - (c) samples taken a month apart shall be analysed separately;
  - (d) samples received within the month shall be mixed, subdivided and analysed;
  - (e) each residual sample shall be registered and analysed, by the method in the regulations, in the processors' laboratories to determine the pyrethrins content of each grower's deliveries during the period; and
  - (f) each grower registered sample shall be analysed and results of the analysis after the completion of the analysis by the processors' laboratories communicated by statement to the grower not later than twenty-one days of registration of the sample.
  - (g) The statement in (f) shall indicate among others, the weight, pyrethrins content and the payment rate.

Appointment of inspectors.

- **23.** (1) The County Government may nominate crop inspectors for appointment and gazettement by the Authority to carry out inspections to check for conformity as set out in section 28 of the Crops Act.
- (2) A person appointed as an inspector under sub regulation one shall—
  - (a) be a Kenyan citizen;
  - (b) meet the requirements of Chapter Six and Article 232 of the Constitution:
  - (c) meet the requirements of the Public Officer's Ethics Act, 2003 and Leadership and Integrity Act, 2012; and
  - (d) hold a diploma in agriculture or agriculture related field from a recognized institution and a minimum of two years of relevant experience; or
  - (e) hold a Bachelors' degree in agriculture or agriculture related field from a recognized institution.

Powers of Entry and inspection.

**24.** In exercise of their power of entry and inspection, the inspector shall be guided by the provisions of section 29 of the Act.

#### PART IV—GENERAL PROVISIONS

Modification of the forms.

**25.** The Authority or the County government, as the case may be may make such modifications, alterations and or additions, as may be required from time to time to enable effective use of prescribed forms, including use of such forms electronically.

Validity of licenses and certificates of registration. **26.** All licenses and certificates of registration issued under these Regulations shall remain in force until the thirtieth of June next following the date of issue, unless earlier cancelled.

Transition provisions.

27. All licenses existing before the coming into registration of these Regulations shall remain valid until their expiry, and subsequent licenses shall be issued under these Regulations.

Dispute resolution Committee.

- **28.** (1) There shall be a committee to mediate disputes arising between growers, dealers and processors.
- (2) The Committee shall comprise of—
  - (a) one person representing the Ministry for the time being responsible for matters related to agriculture;
  - (b) two persons representing the Authority;
  - (c) Two County Executive Committee Members for Agriculture nominated by the Council of Governors
  - (d) Four growers representatives; and
  - (e) two people nominated by the Authority in writing from the private sector who in their opinion possess knowledge and experience likely to be beneficial to the committee.
  - (3)The committee members shall in their first meeting called by the Authority elect the officials and agree on the procedures of conducting their meetings.

Pricing formula

- **29.** (1) There shall be a pyrethrum pricing formula committee (Herein after referred to as "the Committee") to determine the formula of pyrethrum flowers comprising of
  - (a) one representative from the ministry for the time being responsible for matters related to agriculture;
  - (b) three representative from the Authority;
  - (c) two County Executive Committee Members for Agriculture nominated by the Council of Government
  - (d) two growers representatives
  - (e) two representative from the processors; and
  - (f) one representative from the ministry for the time being responsible for matters related to finance
- (2) The committee members shall, in their first meeting called by the Authority, elect the officials and agree on the procedures of conducting their meetings

(3) Data presented at the Committee meetings shall be verified by the Authority or other certified professional or their bodies.

Pyrethrum Levy

- **30.** (1) The Cabinet Secretary may impose a pyrethrum levy payable at the rate of one per centum of the value of the ex-factory pyrethrum products.
  - (2) The proceeds of the levy shall be apportioned as follows—
    - (i) fifty per centum shall be used for research and development of pyrethrum, technologies, varieties and maintain the breeder's and innovators' rights;
    - (ii) fifty per centum shall be used for market research, market registration and market maintenance for pyrethrum and pyrethrum products.

General penalty.

**31**. (1) A person who commits an offence under these regulations for which no penalty is provided for, shall be liable, upon conviction, to the penalty provided under section 37 of the Act.

FIRST SCHEDULE: FORMS

FORM MPICD/1 <sub>a</sub>	(r. 4(2))
The County Government of	
Serial No. County code/Pyrethrum/	
Application for Certificate of registration for Pyrethrum Comme	ercial
Nursery Operator	
Personal Information  Name of Applicant (new/renewal-delete as appropriate):  Address:  Postal	
	••••
Email	
Telephone:	
Where the applicant is registered business entity, they should supply the County with:	
<ul> <li>(a) A certified copy of certificate of incorporation or registration;</li> <li>(b) A certified copy of memorandum and articles of association or constitution;</li> <li>(c) Names and address of Directors.</li> <li>i.</li> </ul>	
ii.	•
<ul><li>2. Nursery Information</li><li>3. Location of land:</li></ul>	
i) Countyii) Sub-County	
iii) Ward iii) Name of Chief	
L.R No or Plot No	•••••
4. Nursery Category (tick as appropriate)	
Commercial □ Private □	
I/We hereby certify that the above information is true and accurate to the best of	my or our
knowledge and belief.	
Signature: Date:	
Applications should be addressed to:-	
The County Government of	
FOR OFFICIAL USE	
1. Checked by:	
County Officer:	
Name	
SignatureDate  Comments (Recommended or Not recommended)	
Approved by:	
CEC Agriculture: Name Signature	•••••
Official Stamp	

FORM MPICD/1 <sub>b</sub>	(r. 4(3))	
The County Government of		
Pyrethrum Commercial Nursery Operator, Certificate of Registra	ation	
Serial No: AFA/MPICD/		
Certificate No		
This Certificate is granted to		
This License is issued subject to compliance with the Crops Act, The Crops (Pyrethrum) Regulations 2019 and conditions as are stipulated herein.		
Terms and Conditions:		
1. A Commercial Nursery Operator shall -		
<ul> <li>a) Propagate planting material from accredited source</li> <li>b) Obtain and keep a receipt showing the source of the planting materials and the date purchase,</li> <li>c) Comply with National standards on Plant Health and Sanitation.</li> <li>d) Issue a receipt for all sales of vegetative Planting materials and indicate on the receip name of the registered grower, the date and registration number of the grower and the where the grower is registered and any other relevant details</li> </ul>	ot the	
ISSUED this		
Signed		
CEC Agriculture: Name		
Official Stamp		

FORM MPICD/ $1_c$  (r. 4(6))

The County Government of	
Serial No.: AFA/MPICD/	
Commercia	l Nursery Returns
Name of Nursey Operator	Registration Number
Postal Address	Physical Location
Telephone	
Fax	
E-mail	
Crop YearPeriod.	
Date Variety/Clone Balance brought forward Quantity sold during the period	rd Quantity of planting material Available (No)
Prepared By:	Signature:
Designation:	Date:
Official Stamp	
Note: It is an offence for a commercial nursery regulation	to fail to submit biannual returns as required by

FORM MPICD/1 <sub>d</sub>	(r. 5(1))
Name of Pyrethrum Processor	·····
Pyrethrum Grower Registration (CONFIDENTIAL)	
To: The Manager Pyrethrum Processor	
Application is hereby made to grow or maintain	nrum on the land
FOR OFFICIAL USE: Processor:	
Signatory	Name of
For:(Name of Processing Company)	

FORM MPICD/1 <sub>e</sub>	(r. 5(2))
Grower Registration Certificate	
Serial No: AFA/MPICD/	
Grower Registration No	
This Certificate of registration is granted to	
Terms and Conditions:  A Grower shall —  a. Register with only one processor at a time  b. store and transport dry pyrethrum flowers in gunny bags,  c. store dry pyrethrum flowers at room temperature,  d. deliver pyrethrum flowers to a processor within one month after harvesting  e. not deliver pyrethrum flowers to any other processor other than the one appearent of the content	aring on this
ISSUED this	
Signed	
Licensed processor	

FORM	MPICD/1f			Growe	rs regist	er		(r. 5(9	)))
Date	RegNo	name	Telephone number	ward	Sub- County	County	Acreage	Variety/Clones	





# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

	ication/ Renewal for Certificate of Registration for a Pyrethrum dealer No: AFA/MPICD/
1.	hereby applies for registration.
2.	Type of applicationNew [ ] Renewal [ ]
3.	WardSub-County
4.	Registration No.
5.	Location of the principal officePostal AddressTelephone  E-mail
6.	Full names, addresses and occupations of the directors where applicable:
Name:	Address:
a.	
b.	
C.	
d.	Branch Office(s) if any
Addres	s:
Buildir	ngStreet
	or CityL.R. No.
_	one
7.	I/We certify that the information given above is correct.
Name o	of Director Signature
Name o	of Director Signature
Name o	of SecretarySignature
8.	Attach;
(a)	Certificate of registration
(b)	Copies of national identification or passports for the Directors
(c)	Valid tax compliance certificate
(d)	Clearance letter from the relevant County Government
FOR O	FFICIAL USE
9.	Checked by:
Pyrethi	rum County Officer:
Name .	SignatureDate

	ents (Recommended or Not recommended)
Approv	ved by:
AFA A	Authorizing officer: NameSignatureDate
Design	ation
Stamm	Official
i Siamb.	
Starrip.	
	and conditions

FORM  $MPICD/1_h$  (r. 6(2))



# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

# **Pyrethrum Dealer Certificate of Registration**

Serial No: AFA/MPICD/ Certificate No
This Certificate of registration is granted to
Countyto; [ ] Collect [ ] Buy [ ] Store
Pyrethrum flowers in the Republic of Kenya for a period of one year beginning on the
This Certificate is issued subject to compliance with the Crops Act, The Crops (Pyrethrum) Regulations 2019 and the terms and conditions stipulated hereunder.
Terms and Conditions: A dealer shall -
<ul><li>(a) store and transport dry flowers in gunny bags,</li><li>(b) store dry pyrethrum flowers at room temperature,</li></ul>
<ul><li>(c) deliver pyrethrum flowers to a processor within a month after collection</li><li>(d) not collect, store or buy pyrethrum flowers on behalf of any other processor other than the one appearing on this certificate,</li><li>(e) Pay growers for flower deliveries within thirty days from the date of collection</li></ul>
ISSUED this
Signed
Director General,
Agriculture and Food Authority

# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

Serial No.: AFA/MPICD/ Licence Number	Dealer's	s Quarterly Returns	
Code		Processor.	  
Quantity of flowers(Kg) bf		Producing County	
Prepared By:  Designation  Official Stamp:			

FORM  $MPICD/1_{j}$  (r7)



# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

Serial No.: AFA/MPICD/
<b>Application for a Processor Registration</b>
1. Name of Applicant
2. Type of application [ ] New [ ] Renewal
3. Address Postal Email
Telephone:
4. The hames of company uncerors of partners as the case may be,
3. Location:
i) County ii) Sub-County
iii) Ward
5. L.R. No (Attach copy of Title Deed or Registration Certificate of a co-operative society or
Company)
6. Attachments:
Certificate of registration
Qualifications of key staff
<ul> <li>Copies of national identification or passports for the Directors</li> </ul>
Valid tax compliance certificate
Clearance letter from the relevant County Government
Clearance letter from National Environment Management Authority
Clearance letter from Pest Control Products Board;
Copy of feasibility study report for the project
9. Application is made for registration as a pyrethrum processor
NameSignedDate
NameDate  FOR OFFICIAL USE
Checked by:
Technical Officer AFA:
Name
Comments (Recommended or Not recommended)
Approved by:
Director General AFA: NameSignatureDate

Designation
Official
Stamp

FORM MPICD/1k (r.8(1))



### AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

AFA/MPICD/
Current Date
(Applicant's or Company (address))
Dear,
RE: LETTER OF NO OBJECTION  (Name of applicant entity) has demonstrated its commitment to the implementation of pyrethrum processing project in Kenya.
The applicant has further demonstrated commitment to taking advantage of the Kenyan Investment Policies. Their processing facility shall be located on plot number(s)
The applicant shall

- a) Carry out an Environmental Impact Assessment,
- b) Have at least 300 acres of land under pyrethrum crop or contracted farmers with equivalent acreage
- c) Install a processing plant
- d) Execute the project within one year from the date of issuance after which this letter of no objection shall be invalid.

The Authority may at any time vary the conditions of the letter of no objection and impose further conditions on the applicant as it may deem necessary

Yours sincerely, Director General Agriculture and Food Authority

FORM MPICD/ $I_1$ (r.1)	ľ	L	J,	)
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# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

NOTIFICATION FOR INSPECTION Date
I
Attached herein are;
(a) Environmental Impact Assessment certificate,
(b) Evidence of 300 acres of land under pyrethrum crop or contracted farmers with equivalent acreage
(c) Installed a processing plant
(d) Certified copy of insurance policy covering all risks related to pyrethrum processing business
(e) Premises license or clearance letter by PCPB
The Authority may at any time vary the conditions of the letter of no objection and impose
further conditions on the applicant as it may deem necessary
Licensed Processor.

# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE Serial No.: AFA/MPICD/.... Processor's License No..... **Processor's Registration certificate** Valid from .....To..... Name of Applicant: Address: Physical: Postal: Email.....Telephone: 1. Location: i) County.....ii) Sub-County..... iii) Ward ..... Is hereby authorized to operate a factory for the processing pyrethrum at: County: L.R. No. 1. Incorporation Certificate No..... 2. Type of pyrethrum processing (primary extraction or refining): ...... Date: Signed: Director General. Agriculture and Food Authority Terms and conditions: 1. The processors shall submit their processing returns to the Authority on quarterly basis as prescribed in Form A9 2. A processing licence may be suspended where the licensee, without any good reason acceptable to the Authority, continues to default in submitting returns. FORM MPICD/1<sub>n</sub> (r12(1))County Government of..... Serial No.: AFA/MPICD/..... **Application for a Processor's license** 5. Name of Applicant..... 6. Type of application [ ] New [ ] Renewal 7. Address Postal ..... Email .... Telephone: ..... 8. The names of company directors or partners as the case may be; ..... 3. Location:

i) County...... ii) Sub-County.....

iii) Ward		
4. Proposed Name of firm (where applicable):		
5. L.R. No (Attach copy of Title Deed or Registration Certificate of a co-operative society or		
Company)		
.6. Processing capacity:		
a) Grindingtonnes per Month		
b) Extractiontonnes per Month		
c) Refining tonnes per Month		
d) Other		
6. Attachments:		
<ul> <li>Processor's Certificate of registration by the Authority</li> </ul>		
Certificate of registration		
<ul> <li>Copies of national identification or passports for the Directors</li> </ul>		
<ul> <li>Valid tax compliance certificate</li> </ul>		
<ul> <li>Premise inspection license by PCPB</li> </ul>		
1		
9. Application is made for permission for operating as a pyrethrum processor		
Name		
NameDate		
FOR OFFICIAL USE		
Checked by:		
County Director of Agriculture:		
Name		
Comments (Recommended or Not recommended)		
Approved by:		
CECM Agriculture:		
NameDate		
Official Stamp		
Terms and Conditions		
• A minimum capacity to process one hundred tonnes of dry pyrethrum flowers annually;		
• A processor shall maintain a certified copy of insurance policy covering all risks related		
to pyrethrum processing business		
17 1 6		
• Any other requirements that may be prescribed by the County Government from time to		
time.		
(3) The processor shall submit signed contracts between them and growers within 60 days of		
being licensed.		
FORM MPICD/1p $(r.12(2))$		
(1.12(2))		
County Government of		
Serial No.: AFA/MPICD/		
Processor's License No		
Processor's Licence		

Name of Applicants
Name of Applicant:
Address: Physical:
Postal:
EmailTelephone:
1. Location:
i) Countyii) Sub-County
iii) Ward
Is hereby authorized to operate a factory for the processing pyrethrum at:
County: L.R. No.
3. Incorporation Certificate No.
4. Type of pyrethrum processing (primary extraction or refining):
Date: Signed: CECM A principle.
Terms and any lititude
Terms and conditions:
3. The processors shall submit their processing returns to the Authority on quarterly basis as
prescribed in Form MPICD/1 <sub>S</sub>
4. A processing licence may be suspended where the licensee, without any good reason acceptable
to the Authority, continues to default in submitting returns.
FORM $MPICD/1_q$ $(r13(1))$
•
A F A Our Crops, Our Wealth
AGRICULTURE AND FOOD AUTHORITY
MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE
C
Serial No : AFA/MPIC D/
Serial No.: AFA/MPICD/  Application for Now/Panoval of Configura of Conformity
Application for New/Renewal of Certificate of Conformity
Application for New/Renewal of Certificate of Conformity
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Application for New/Renewal of Certificate of Conformity  Name of Applicant
Application for New/Renewal of Certificate of Conformity  Name of Applicant

d) OtherTonnes per Month
7. Attachments:
<ul> <li>Certificate of registration</li> </ul>
Operating License from the County Government
<ul> <li>Premise License from Pest Control Products Board;</li> </ul>
<ul> <li>Qualifications of key staff</li> </ul>
<ul> <li>A certified copy of insurance policy covering all risks related to pyrethrum processing</li> </ul>
business
• Environmental Impact Assessment certificate,
Evidence of contracted growers
8. Application is made for certificate of compliance with the standards applicable for pyrethrum processing factories in Kenya as set from time to time by the Authority in accordance with the
particulars given above, which are hereby certified to be correct by the applicant(s):
Nama Signad Data
NameSignedDateNameSignedDate
FOR OFFICIAL USE
Checked by:
Technical Officer AFA:
Name
Comments (Recommended or Not recommended)
Approved by:
Director General AFA: NameSignatureDate
Designation
Official
Stamp

FORM MPICD/1<sub>r</sub>

(r.13(2))



AGRICULTURE AND FOOD AUTHORITY
MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

Serial No.: AFA/MPICD/.....

Processor's License No
Certificate of Conformity
Valid fromTo
Name of Applicant:
Address: Physical:
Postal:
EmailTelephone:
Location:
i) Countyii) Sub-County
iii) Ward
Is hereby issued with a compliance certificate to operate a factory for the processing pyrethrum at:
County: L.R. No.
1. Incorporation Certificate No
2. Type of pyrethrum processing (primary extraction or refining):
Date:Signed:
Director General,
Agriculture and Food Authority
Terms and conditions:
A certificate of compliance may be suspended or cancelled where the holder fails to comply with the

FORM MPICD/1<sub>S</sub>



(r.15(1))

AGRICULTURE AND FOOD AUTHORITY
MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

Serial No.: AFA/MPICD/..... Licence Number.....

**Processor's Quarterly Returns** 

Name		of		Pro	ocessor.	
						Quarter
					_ <del>_</del>	
Quantity of	Producing	Oleo	Refined	Exported	Estimated	
flowers(Kg)	County	resin(kg	extracts	Products	Sales(USD/Euros)	
bf						
Prepared By:		S	anatura:			
Trepared by	•••••		ignature		••••	
Designation		Date:				
Designation		Date.	•••••	••••••	••	
Official Stamp:						
-						

FORM MPICD/1t



(r. 17(1))

# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

# **Application for Export/Import License**

Serial No: AFA/MPICD/

- 1. Name of Applicant.....
- 2. Export { } Import { }
- 3. Address .....
- 4. Registered address ...... Building.....

	a.	Street		
	b.	•		L.R. No
5.	Date o	f Incorporation		
6.	Regist	ration No		
7.				
8.	Physic	al Address		
9.	Locati			
	a.			
10				0.1 1
10.	Full na		_	s of the directors:
		i. Name:		Occupation:
A 11		Branch Office(s) if	•	
				Street
				L.R. No
_				
11.				n above is correct.
				Signature
				SignatureSignature
12				istration as pyrethrum dealer and to carry on business
12.		ethrum dealer.	icence and reg.	istration as pyrethrum dealer and to earry on business
				Signature
				Signature
				Signature
13.				shall be as per the Schedule of these
	forms.		1	1
Appro				
			e	.SignatureDate
υ			Official	
Stamp.				
FORM	MPICE	D/1 <sub>u</sub>		(r.17(3))



AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

**Import/Export License** 

Serial No.: AFA/MPICD/
Processor's License No
Valid fromTo
Name of Applicant:
Address: Physical:
Postal:
EmailTelephone:
1. Location:
i) County ii) Sub-County
iii) Ward
Is hereby licensed as a Exporter/Importer (delete appropriately)
County: L.R. No.
Incorporation Certificate No.
Type of pyrethrum processing (primary extraction or refining):
Date: Signed:
Director General,
Agriculture and Food Authority
Terms and conditions:
5. There shall be no export of raw pyrethrum flowers
6. Exporters/Importers shall comply with the Act, national and international standards
7. An export licence may be suspended where the licensee, without any good reason
acceptable to the Authority, continues to default in submitting returns.

FORM  $MPICD/1_V$  (r. 19(1))



AGRICULTURE AND FOOD AUTHORITY

## MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE Serial No.: AFA/MPICD/012 **Pyrethrum Export/Import Permit Application** (confidential) 1. Name of exporter..... Address 3. Telephone No..... 4. Email Address 5. Registration certificate number..... 6. Details of consignment (Pyrethrum Product).... Type of Processor Invoice No. of Net Value of Marks Consignment No. product Packages Weight (Kg) (USD/Euros) Full name and address of buyer or consignee..... Name and address of Warehouse where Pyrethrum Product can be inspected..... Note: Every exporter shall attach certified copies of the following documents for verification. Sale contract showing (contract number, contract date); Commercial invoice showing (unit price USD/Euros, terms of payment, port and country of destination): Certificate of Analysis; and Custom entry form; Date..... Authorized signature Stamp of Exporter FOR OFFICIAL USE Authentication by Agriculture and Food Authority Date..... Signature and Stamp **Terms and Conditions** The Pyrethrum export Permit form is issued in triplicate for distribution as follows-

- One copy to be retained by the Miraa, Pyrethrum and other Industrial Crops Directorate; and

Two copies to the exporter or processor one of which must be presented to the Kenya Revenue Authority together with relevant Export Entry form.

FORM  $MPICD/1_W$ 

(r. 19(2))



# AGRICULTURE AND FOOD AUTHORITY MIRAA, PYRETHRUM AND OTHER INDUSTRIAL CROPS DIRECTORATE

# 

#### SECOND SCHEDULE

PYRETHRUM PROCESSOR - GROWERS CONTRACT
This contract is made between
of
P.O Box
PIN/ID No

expression shall where the context so admits include his/her personal representatives and assignees) on the other part
WHEREAS:
The company intends to engage the grower to supply pyrethrum flowers to its processing factory and
WHEREAS: The grower is the owner of parcel No. LRLocated inwardSub- CountyCountymeasuringAcres with an estimated annual production ofKgs.
NOW IT IS HEREBY AGREED BETWEEN THE COMPANY AND THE GROWER AS FOLLOWS:
<ol> <li>The grower has registered with the company and intends to supply pyrethrum flowers for a period of</li></ol>
Centre within the growing area – to be agreed with the company  The cost of delivery and storage of flower at their store will be met by(specify whether company or grower)
<ul><li>5. The company shall:</li><li>a) Appoint a qualified person to offer extension services to the grower on all aspects of pyrethrum production including;</li></ul>

- - providing a grower's manual outlining commonly used pyrethrum production practices.
  - Periodic farm visits as maybe required during the development of the grower's production.
- b) Provide to the grower at the start of the contract with sufficient pyrethrum seed to plant on the agreed area, if requested by the grower and such seed is reasonably available to

the company.

- c) purchase flowers produced by the grower, subject to such flowers meeting the specifications stated in **annex 1** of this contract, according to the following procedure:
  - Inspect, weigh and collect stored flowers meeting visual inspection criteria, from ...... collection center within 30 days from time of harvesting
  - Provide to the grower a Goods Received Note (GRN) for all flower collected and accepted by the company.
  - Transport the flowers to its factory on behalf of the growers,
  - The cost of transportation of flower to the factory will be met by ....... (specify whether company or grower) at ...... rate.

If the quality of pyrethrum flowers delivered to the collection centre does not meet the specifications outlined in **Annex 1**, the company will have the right to reject.

- d) On arrival at the factory, the company will make a detailed assessment of the quality of the flowers:
  - Take a representative sample of the growers produce for pyrethrin analysis.
  - Retain a sample of the growers produce for a period of 30 days after delivery, in case there is a need to confirm the pyrethrin content at an independent laboratory.
- 6. 1) The grower shall have the right to:
  - Be present during the weighing at the collection center.
  - To query the pyrethrin quality assessment made by the company within ten days after the receipt of the companies' quality report
  - 2) In the event that the grower queries the company's pyrethrin quality assessment;
    - The retention sample will be submitted to an independent laboratory appointed by the Agriculture and Food Authority for confirmation of pyrethrin content
    - The findings of the independent laboratory will be binding on both parties.
    - The cost of confirmation by the independent laboratory will be borne by the party whose assessment has the greatest deviation from the findings of the independent laboratory.

If the grower does not query the quality report in writing within ten days of receipt of the company's quality report, the report will be deemed to have been accepted by the grower.

- 7. The company shall pay the grower according to the percentage of pyrethrin content per kg of flowers delivered to the company.
- 8. The company shall use a pyrethrin analysis method developed by AOAC or such other method as may be approved by the Authority from time to time.
- 9. The price to be paid for 1% pyrethrins will be ...... prorated upwards or downwards by ...... per 0.1% pyrethrins.
- 11. Payment shall be made by ...... (Specify)
- 12. The company shall provide a monthly statement to the grower not later than the 5<sup>th</sup> day of every month stating the weight of the produce, the pyrethrin content percentage, the calculated value of the produce, any deductions for seed and transport provided by the company and the net amount paid for the flowers delivered in the previous month.

### Transfer of ownership of flowers

- 13. Ownership of the flowers will transfer to the company once the flowers have been inspected at the collection center once the quality is found to be in compliance with the quality requirements.
- 14. By delivering the flowers to the collection center, the grower warrants that he /she is the rightful owner of the flowers, is legally entitled to sell the flowers to the company.
- 15 Any disputes regarding ownership of the flowers and subsequent claims from other parties will be the sole responsibility of the grower to resolve.
- 16. This contract shall commence on the ......day of .....month ....year and shall continue in force for a period of ......years subject to termination by either party giving to the other ......months written notice.
- 17. Notwithstanding anything to the contrary herein before contained, these contract maybe terminated by either party as follows:
  - By service pf a written notice of termination
  - If a party fails to remedy any breach of this contract within 30 days after service of a written notice specifying the breach and requiring it to be remedied.
  - Forthwith and without notice, if a party fails to comply with any legal or statutory requirement currently in force or hereinafter enacted relating to growing, delivering, transportation, processing of pyrethrum
  - If after one planting season the grower fails to plant a crop or if the grower continuously delivers flowers that do not meet the specified quality requirements.
  - If he grower sells any of his/her flowers and or pyrethrum plant to another party or registers to be a supplier to another pyrethrum processor.
  - If the company fails to purchase the growers pyrethrum flowers or pay within the period specified in the regulations.

#### **Force Majeure:**

This contract maybe terminated by either party giving the other 14 days' notice in writing should there be any event or occurrence that impacts the ability of the party to fulfill its obligations and which is behold the reasonable control of the party such as but not limited to war, civil strife, destruction of goods or facilities by fire, natural calamities

### 18. The insolvency of either party

Any party wishing to review the terms and conditions of the contract shall give at least 2 months written notice to the other party highlighting the term they wish to review

### 19. Governing law and dispute resolution:

- a) This contract will be governed by the laws of Kenya. Should any dispute occur the parties will first attempt to resolve it amicably.
- b) Failing an amicable resolution, any outstanding dispute will be resolved through arbitration under Kenyan arbitration law.
- 16. Neither party shall become or be authorized to act as the agent for the other, unless authorized to do so in writing.

Grower:		Name:		Date:
I certify that t		ment were first r	ead out by me and interpre	ted to the
grower and he/	she fully understood the	contents before a	ppending his/her signature h	ereto.

Signed	for	the	Company:			Name	:	Date:
• • • • • • • • • • • • • • • • • • • •								
Witness	ed by	/: Coi	unty Rep		Signature	Date.	••	
Authorit	ty		Signa	ture	Date			

### Annex 1

## Pyrethrum flower quality specification and packaging requirements

- 1. The pyrethrum flower must comply with the quality standards stated in process's description
- 2. The flowers must be clean, composed of only whole flowers and flowers components (predominantly archeries) with no extraneous matter.
- 3. The flowers must be:
  - Dry with a characteristics aroma,
  - Free from rancid odor, mold or mustiness,
  - Free from foreign matter (twigs, weeds)
  - Free from pests and insects infestation, mites, insect fragments, excrement or other animal contamination,
  - Free from adulteration (chaff, sand, gravel, paper, cloth, wood, plastic etc.)
- 4. The pyrethrin content of the flowers must be at least 1.0% (measured by AOAC official)
- 5. The flowers delivered to the processor .....must have a moisture content below 10%
  - Flowers accepted by the processor with higher moisture content will be dried by the processor the farmer's cost and the weight adjusted pro rata to 10% moisture content
  - Flowers with moisture content above 12% will be rejected.
- 6. The flowers must be packed in clean and dry sisal bags dedicated to pyrethrum flowers with 30 kg in each bag.
  - Initially the company will accept packaging in clean polypropylene bags; however the intention is after one growing season to move to sisal bags.
  - The use of any bags that have been used for any other material is strictly not permitted.
- 7. To ensure traceability of the flowers, all bags must be well labelled with the grower's name, farm location, net weight and where applicable the delivery note number.
- 8. The flower must be delivered to the area collection center within 30 days from the date of picking.

#### THIRD SCHEDULE

#### LICENSING FEES

NO.	CATEGORY	NEW APPLICATIONS	RENEWAL
		(Kshs)	FEES (Kshs).
1.	Certificate of Registration for	100,000	50,000
	Commercial Nursery		
2.	Pyrethrum dealer's Certificate of	50,000	25,000
	Registration		
3.	Pyrethrum Processor's License	250, 000	100,000
4.	Certificate of Conformity	50,000	25,000
5.	Importers license	100,000	50,000

6. Exporters license	0	0