

CASHEWNUT BOARD OF TANZANIA



THE CASHEWNUT BOARD ACT NO. 18 OF 2009

REGULATION 2010

THE CASHEWNUT REGULATIONS, 2010

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THE CASHEWNUT INDUSTRY ACT
(CAP 203)

THE CASHEWNUT INDUSTRY REGULATIONS, 2010

(Made under Section 37)

PART I

PRELIMINARY PROVISIONS

Citation
and commence-
ment

1. These Regulations may be cited as the cashewnut Industry Regulations, 2010 and shall come into operation on the date of publication.

Application

2. These Regulations shall apply to cashewnut grown, processed or imported into Mainland Tanzania and cashewnut products produced, imported into or exported from Mainland Tanzania

Interpretation

3. In these Regulations, unless the context requires otherwise-

Cap. 203

“Act” means the Cashewnut Industry Act;

“authorized officer” means an officer appointed by the Board or the Director to act on behalf of the Board or the Director;

“bag” means cashewnut or jute standard gunny bag with a full capacity of packaging 80 kilograms of cashewnut;

“buyer” means a person registered and licensed by the Board to buy cashewnut;

“buying centre” means a place designated by a local authority and approved by the Board to be a cashewnut buying centre;

“Board” means the cashewnut Board of Tanzania established under

section 3 of the Act;

“Director” means an officer in charge of the department in the Ministry responsible for crop development services ;

“Director General” means the Chief Executive Officer of the Board appointed under section 9 of the Act;

“exporter” means a person registered and licenced by the Board to export Cashew nut, kernels and Cashew nut by-products;

“factory” means a plant or an industrial unit used for processing cashewnut;

“Minister” means the Minister responsible for Agriculture;

“Ministry” means the Minister responsible for Agriculture;

Cap 133

“pest” shall have a meaning as ascribed to it under the Plant Protection Act;

“primary processing” means separation of cashewnut from apple and drying of such cashewnut;

Cap 308

“seed” shall have the meaning as ascribed to it under the Seed Act;

“secondary processing” includes removing kernels from cashewnut shells, extracting cashewnut shell liquid and frying of the cashewnut kennels;

“shell out turn” means the recovery of kernels obtained from 80kgs of raw cashewnuts;

Cap 339

“warehouse” has the meaning ascribed to it under section 3 of the Warehouse Receipts Act;

Cap 339

“warehouse operator” has the meaning ascribed to it under section 3 of the Warehouse Receipts Act;

Cap 339

“warehouse receipt” means a receipt issued by a warehouse operator in respect of storage and handling of the cashewnut as per Warehouse Receipts Act.

PART II REGISTRATION MATTERS

Registration by
the Board

4.-(1) The Board shall keep and maintain a register of all growers for the purposes of-

- (a) supervising cashewnut production;
- (b) monitoring contract of farming;
- (c) regulating quality of cashewnut;
- (d) establishing a basis for planning and making appropriate estimates of inputs, extension services and growers'

- credit requirements; and
- (e) dealing with any other relevant matter in the cashewnut Industry.

(2) The Board shall, upon registration of a grower, issue a registration number.

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

Particulars of registration

5.-(1) The Board shall, for the purpose of registration, enter in the register, particulars of a grower indicating where applicable-

- (a) the full name and address of the grower and in case of a cooperative society or association, name and address of individual member of such society or association;
- (b) the name and address of the owner of the land, if the grower is not the owner;
- (c) the name of the village, ward and district authority in which the cashewnut farm is located;
- (d) the area in hectares planted with cashewnuts on the date of registration;
- (e) in case of a new grower, the area in hectares expected to be planted with cashewnuts on the date of registration;
- (f) the number of cashewnut trees planted;
- (g) the age of the trees;
- (h) description of the location of the cashewnut farm or field in sufficient detail and where applicable, a general map of the area;
- (i) where the person being registered has not yet planted cashewnut, the area that is proposed to be planted with cashewnut;
- (j) the average weight in kilograms of cashewnut harvested per season, normally produced by the grower or the estimated maximum quantity the grower expects to produce; and
- (k) any other information, which the Board may be deem necessary for the purpose of registration.

(2) The Board shall update the register of growers after every three years and as it may deem necessary.

Qualifications for grower's registration

6.-(1) The Board shall register a person as a grower if he meets the following qualifications.

- (a) that he grows cashewnut at the time of registration or has definite intention to commence growing cashewnut

- credit requirements; and
- (e) dealing with any other relevant matter in the cashewnut Industry.

(2) The Board shall, upon registration of a grower, issue a registration number.

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

Particulars of registration

5.-(1) The Board shall, for the purpose of registration, enter in the register, particulars of a grower indicating where applicable-

- (a) the full name and address of the grower and in case of a cooperative society or association, name and address of individual member of such society or association;
- (b) the name and address of the owner of the land, if the grower is not the owner;
- (c) the name of the village, ward and district authority in which the cashewnut farm is located;
- (d) the area in hectares planted with cashewnuts on the date of registration;
- (e) in case of a new grower, the area in hectares expected to be planted with cashewnuts on the date of registration;
- (f) the number of cashewnut trees planted;
- (g) the age of the trees;
- (h) description of the location of the cashewnut farm or field in sufficient detail and where applicable, a general map of the area;
- (i) where the person being registered has not yet planted cashewnut, the area that is proposed to be planted with cashewnut;
- (j) the average weight in kilograms of cashewnut harvested per season, normally produced by the grower or the estimated maximum quantity the grower expects to produce; and
- (k) any other information, which the Board may be deem necessary for the purpose of registration.

(2) The Board shall update the register of growers after every three years and as it may deem necessary.

Qualifications for grower's registration

6.-(1) The Board shall register a person as a grower if he meets the following qualifications.

- (a) that he grows cashewnut at the time of registration or has definite intention to commence growing cashewnut

within a period of six months from the date of application of registration; and

(b) that he grows cashewnut in the area prescribed by the Director suitable for growing cashewnut.

(2) The registration Form for cashewnut growers shall be as specified in the First Schedule to these rules.

Refusal of registration

7.-(1) The Board may refuse to register any grower who fails to meet the requirements for registration under these Regulations.

(2) The Board shall issue a written notice to a grower denied registration.

(3) A grower aggrieved by the decision of the Board pursuant to sub regulation (1) may, within sixty days from the date of the receipt of the notice, appeal to the Minister.

De-registration

8.-(1) The Board may, after being satisfied that a registered grower has failed to comply with the terms and conditions for registration, de-register the grower upon notice in writing.

(2) Notwithstanding the provision of Sub regulation (1), the Board may require the grower to rectify the defects within a specified time, failure of which shall warrant de-registration.

(3) A grower who has been de-registered under sub-regulation (1) shall cease to operate as a grower.

(4) A grower aggrieved by the decision of the Board pursuant to sub-regulation (1) may appeal to the Minister within sixty days from the date of receipt of the de-registration notice.

(5) A person de-registered under sub-regulation (1) may be re-registered upon such additional terms and conditions as the Board may specify.

Appointment of an agent for registration

9.-(1) The Board may appoint an agent to perform activities pertaining to the registration of growers on such terms and conditions as it may specify in writing.

(2) An agent appointed under sub-regulation (1) shall perform registration activities specified by the Board in conformity to the provisions of the Act and these Regulations.

PART III
CASHEWNUT PRODUCTION

Cashewnut
husbandry

10. A grower shall grow cashewnuts in accordance with the recommended practices of good cashewnut husbandry prescribed by the Board.

Crop
specification

11.-(1) The grower shall adhere to crop specifications prescribed by the Director.

(2) The crop specification under Sub regulation (1) shall include the use of agro-chemicals such as fertilizers, herbicides, fungicides, nematicides and any other materials related to cashewnut production.

Approved varieties

12. A grower shall grow varieties of cashewnut recommended by a cashewnut research institute and approved by the Director.

Cashewnut
nurseries

13.-(1) A grower may, upon approval by the Board, develop and maintain nurseries as source of planting materials or seedlings for cashewnut production.

(2) The Board shall inspect nurseries to ensure compliance with good cashewnut nursery husbandry.

(3) The Board shall develop guidelines for good cashewnut nursery husbandry.

Pests and
disease control

14. Every owner or occupier of land under cashewnut production shall maintain a mechanism for the control of pests and diseases.

Compliance
with good
practices

15.-(1) A grower shall properly maintain his land planted with cashewnut trees in accordance with good cashewnut husbandry practices prescribed by the Board.

(2) The Board may direct a grower who neglects or abandons cashewnut trees to comply with good cashewnut husbandry practices and improve his land planted with cashewnut trees.

(3) A grower shall not cut or destroy cashewnut trees without giving three months prior notice to the Board.

16.-(1) For the purpose of ensuring proper primary cashewnut processing, a grower shall-

- (a) pick cashewnut apples on the ground after their natural fall;
 - (b) immediately separate nuts from the apples after the natural fall of the apples; and
 - (c) dry the nuts collected thoroughly in the sun for at least three days using clean drying sheets or materials.
- (2) The Board may issue specific guidelines for proper cashewnut primary processing.
- (3) A grower shall adhere to the guidelines of cashewnut primary processing issued by the Board.

17.-(1) Subject to the relevant laws on plant protection, the Director or any other authorized officer may by order under his hand and for purposes of preventing, controlling occurrence or spread of any pests or diseases of cashewnut within any area specified in that order-

- (a) prohibit or regulate the planting of cashewnut seedling or any other crop specified in the order, which is known to harbor pests or disease;
 - (b) prohibit the removal from any cashewnut growing areas, cashewnut plants or any article, which in the opinion of the Director is likely to harbor pests or disease of cashewnut plants;
 - (c) require the uprooting and burning of all or any cashewnut plants or any plant specified in the order by a person processing or having control over that cashewnut plant; or
 - (d) prohibit any person from planting any cashewnut before the date specified in the order.
- (2) Where 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 intension to do so, cause the removal or destruction to be effected and 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.

Restriction for
using planting
materials

18.-(1) A person shall not-

- (a) plant cashewnut or import any planting materials without the prior approval of the Director; or
- (a) use planting materials or cashewnut plants which have not been certified by the Director or an authorized officer.

(2) A person who contravenes the provisions of sub regulation (1) commits an offence and shall upon conviction be liable to a fine or imprisonment in accordance with the Plant Protection Act.

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Environmental
protection

19. A grower shall, in order to conserve the environment-

- (a) use agrochemicals in an appropriate manner so as not to pose danger to environment;
- (b) not to burn cashewnut farm or field for the purpose of weeding; and
- (c) to use appropriate farming practices that shall ensure environmental protection.

PART IV CONTRACT OF FARMING

Contract
farming

20.-(1) Contract of farming may be entered into between a grower and a financier.

(2) Any party entering into contract under sub-regulation (1), shall use a standard form contract provided for under the Second Schedule to these Regulation.

Contents of
contract of
farming

21.-(1) Without prejudice to section 14 of the Act, a contract of farming shall include-

- (a) a clearly specified product under consideration in terms of quality and quantity;
- (b) clearly established prices, payment obligations and other financial obligations;
- (c) a dispute settlement clause;
- (d) a signature clause;
- (e) a specified crop production estimates in hectares and volume, corresponding input requirements, and the

price thereof; and

- (f) additional terms specified by the parties that shall be monitored and supervised by the Board;
- (g) in the event a financier is desirous of entering into a contract with a grower with an outstanding debt to a different financier, the parties shall state in the contract, the method of repayment or offset of the debt.

Registration of contract of farming

22.-(1) The parties shall submit in quadruplet the contract farming agreement to the Board for registration within thirty days upon signing.

(2).The Board shall verify and register the contract farming agreement and return copies to the respective parties.

Effect of non registration of contract of farming

23. A contract farming agreement which is not approved and registered by the Board shall not be enforceable.

Dispute settlement mechanism

24. Where any dispute arises between the parties in respect of provisions of the contract farming agreement, it shall be settled as provided for in the dispute settlement clause of the agreement.

Review of standard form contract

25. The contract farming model as provided in the Second Schedule to these Regulations may be reviewed in a stakeholders meeting.

PART V GRADING OF CASHEWNUT

Types of Cashewnut Grades

26.-(1) There shall be two types of raw cashewnut grades namely standard grade and under grade.

(2) The standard grade shall have the following quality characteristics-

- (a) nuts shall have gray or light brownish shell without wrinkles;
- (b) nuts shall be mature with audible cracking sound when dropped on a hard surface;
- (c) moisture content shall not exceed 12%;
- (d) nut count per one kilogram shall range from 180 to 200; and

(e) shell out-turn shall not be less than 48 lb per 80 kilogram per bag.

(3) The under grade shall have the following quality characteristics-

(a) mature nuts with moisture content not exceeding 12%;

(b) shell out-turn shall range from 44 to 47 lb per 80 kilogram per bag.

(4) A grower shall grade cashewnut according to grades provided under this Regulation.

Types of kernels grades

27.- (1) There shall be the following kernel grades according to internationally accepted grades as recognized by the Board-

(a) white Wholes Kernels described as W160, W180, W210, W240, W320, W450 and W500;

(b) scorched Whole Kernels described as SW160, SW180, SW210, SW240, SW320, SW450, SW500 and SSW;

(c) dessert Whole kernels (DW); and

(d) broken kernels: Fancy butts (FB), Fancy Splits (FS), Large White Pieces (LWP), Small White Pieces (SWP), Scorched Butts (SB), Scorched Splits (SS), Large Scorched Pieces (LSP), Small Scorched Pieces (SSP), Dessert Butts (DB), Dessert Splits (DS) and Dessert Pieces (DP) and Baby Bitts (BB1 and BB2).

(2) A processor shall grade Cashew kernels according to the grades provided under Sub regulation (1).

(3) The Board may apply other grades of kernels as it may deems necessary.

Grading dispute

28. Any dispute arising in respect of grading of cashewnuts and kernels shall be referred to the Board for its determination and decision.

PART VI

APPLICATION AND ISSUANCE OF LICENSES

Board to issue license

29.- (1) The Board shall have the power to register and issue a license to a processor, buyer and exporter upon such terms and conditions as provided for in these Regulations.

(2) The Board shall issue to any qualified applicant, the following licenses-

- (a) buying license;
- (b) processing license, and
- (c) export license.

(3) All licenses issued by the Board shall be in the prescribed forms provided for in the Fourth, Fifth, Eighth and Ninth Schedules respectively.

Mode of
application
for a license

30.-(1) A person who wishes to buy, process or export cashewnuts or cashewnut products shall apply to the Board for a license using an application form as prescribed in the Third, Fourth and Fifth Schedule to these Regulations;

(2) For the purpose of application for a license, the applicant shall provide the following information to the Board-

- (a) name and address of the applicant;
- (b) evidence of registration by the Board; and
- (c) any other information as the Board may deem important for the purpose of licensing.

(3) The Board shall, within fourteen days from the receipt of the application form, process application for a license.

Validity of a
license

31.-(1) A license issued by the Board under these Regulations shall be valid for a period of one year and may be renewed in accordance with relevant provisions of these Regulations.

(2) Where an application for a license is made after the season has already started, the license issued by the Board pursuant to that application, shall be deemed to have been issued for the whole season.

Refusal of
application
for license

32.-(1) The Board may refuse to issue a license to an applicant if-

- (a) the applicant fails to show evidence of capacity to carry out a business relating to the license;
- (b) in the opinion of the Board, the applicant is unable to comply with the provisions of the Act and these Regulations;
- (c) the applicant is indebted to the Board or grower; or
- (d) the applicant fails to observe Rules and Regulations related to licenses issued in previous seasons.

(2) Where the Board refuses to issue a license, the Director General shall within fourteen days after the date of submission of the application inform the applicant accordingly.

(3) An applicant who is not satisfied with the decision of the

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- (a) name and address of the applicant;
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- (c) any other information as the Board may deem important for the purpose of licensing.

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(2) Where an application for a license is made after the season has already started, the license issued by the Board pursuant to that application, shall be deemed to have been issued for the whole season.

Refusal of
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32.-(1) The Board may refuse to issue a license to an applicant if-

- (a) the applicant fails to show evidence of capacity to carry out a business relating to the license;
- (b) in the opinion of the Board, the applicant is unable to comply with the provisions of the Act and these Regulations;
- (c) the applicant is indebted to the Board or grower; or
- (d) the applicant fails to observe Rules and Regulations related to licenses issued in previous seasons.

(2) Where the Board refuses to issue a license, the Director General shall within fourteen days after the date of submission of the application inform the applicant accordingly.

(3) An applicant who is not satisfied with the decision of the

Board made pursuant to sub-regulation (1), may appeal to the Minister, within fourteen days after the date of such refusal.

Cancellation
and
Suspension of
licenses

33.-(1) Subject to section 17 of the Act, the Board may, for specific reasons made known to the holder of a license, cancel or suspend a license.

(2) A person whose license has been cancelled or suspended by the Board, shall not transact in any business to which the license relates during the period of such cancellation or suspension.

(3) A person who contravenes the provisions of this Regulation commits an offence and shall, upon conviction be liable to a fine of not less than five million shillings and not exceeding ten million shillings or to imprisonment for a term not less than two years and not exceeding five years or to both such fine and imprisonment.

(4) A person convicted pursuant to sub-regulation (3), may not be allowed to apply for any license for a period of not less than two years.

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

(6) Any person aggrieved by the decision of the Board in respect of the revocation or suspension of a license under these Regulations, may, within sixty days, appeal in writing to the Minister.

Transfer and
assignment of
license

34. (1) A person to whom a license has been issued by the Board shall not lend, transfer or assign such license to any other person save with the prior permission of the Board.

(2) A person who lends, transfers or assigns a license issued to him to any other person without having first obtained the permission of the Board commits an offence and shall, on conviction, be liable to a fine not less than ten million shillings or to an imprisonment of a term not less than twelve months.

PART VII
CASHEWNUT SALES AND MARKETING

Obligation to
hold a license

35. Any person who intends to operate the business of-

- (a) buying cashewnut;
- (b) operating a cashewnut processing factory;
- (c) operating a store or a warehouse used for the storage of cashewnut; or
- (d) selling cashewnut locally or internationally, shall obtain a license from the Board as provided under these regulations.

Obligations of
buyers

36. A buyer shall during cashewnut buying season-

- (a) pay grades of cashewnut bought through authorized marketing system;
- (b) store all cashewnut according to grades in jute or sisal bags with original marks;
- (c) ensure that the cashewnut store or warehouse surface is cemented with a rough surface;
- (d) ensure that the roof of the cashewnut store or warehouse does not leak;
- (e) store cashewnut in a store or warehouse whose height is not less than four meters;
- (f) keep records of cashewnut purchased, including procurement dispatch note issued by the Board;
- (g) use a means of transportation that ensures quality of cashewnuts or kernels is maintained; and
- (h) submit such reports to the Board at intervals specified by the Board.

Cashewnut
buying season

37.-(1) The Board shall, before the start of the buying season, announce-

- (a) the date on which the buying season shall commence; and
- (b) new rules or administrative guidelines, if any, which shall govern the buying and selling of cashewnut during that season.

(2) The Board shall inform both growers and buyers the prevailing world market prices of cashewnut and kernels at such intervals as the Board may determine.

Cashewnut
buying posts

38.-(1) The Board may, in consultation with the relevant Local Government Authorities, declare any premise or place to be a cashewnut buying centre.

(2) A person who buys cashewnut outside the declared buying centre and marketing system commits an offence.

Board to buy
Cashewnuts

39.-(1) The Minister may, on such terms and conditions as he may specify, authorize the Board or any person to buy cashewnut from an area or areas where cashewnut buying is hampered due to lack of adequate licensed persons.

(2) The Board or any other person authorized by the Minister to buy cashewnut pursuant to sub-regulation (1) shall stop buying cashewnut after coming in of private buyers.

Records of
domestic and
export sales

40.-(1) The Board shall maintain a record of cashewnuts and kernels produced and sold for domestic and export market.

(2) A buyer shall make and submit to the Board monthly report and returns of all domestic and export sales of cashewnuts.

(3) A processor shall make and submit to the Board monthly report and returns of all domestic and export sales of kernels as specified in the Seventh Schedule to these Regulations.

(4) Every monthly returns shall be submitted to the Board within fifteen days of the following month.

Cashewnut
exportation
and
consignment

41.-(1) The Board shall certify a consignment for shipment of raw cashewnut or kernels intended for export for compliance of procurement and export procedures.

(2) In addition to export license, a cashewnut exporter shall obtain an export permit from the Board as provided in the Eleventh Schedule to these Regulations.

(3) A person who wishes to export cashewnuts or kernels shall make a declaration to the Board in respect of quality and geographical origin of cashewnuts or kernels intended for export and thereby submit original Procurement Dispatch Note for verification.

(4) In case of raw cashewnut the Board shall verify accuracy of quantity stuffed in containers at the port before allowing shipment.

(5) Upon shipment of a consignment, every exporter shall, not later than seven days from the date of shipment, submit all relevant shipping and banking documents to the Board which include copy of letter of credit, bill of lading, weight certificate and any other

documents in support of bank receipts, dully stamped and signed by relevant authorities.

(6) The Board shall conduct a thorough inspection of cashewnut shipments to verify the submitted documents against the quantity and value of the shipped cashewnut.

(7) Any person who contravenes the provision of this Regulation commits an offence and shall, upon conviction, be liable to a fine of not less than five million and not more than five hundred million shillings or to imprisonment for a term of not less than two years but not exceeding five years or to both such fine and imprisonment.

Cashewnut to be exported in Cashewnut or jute bags

42. The cashewnut exporter shall export raw cashewnuts using sisal or jute bags.

PART VIII

QUALITY CONTROL AND INSPECTION

Quality of Cashewnut and kernels

43. A cashewnut dealer shall ensure quality of cashewnut and kernels at all levels of production, processing and marketing as provided in these Regulations.

Quality control in preparation of cashewnut nurseries

44. Authorized officers shall inspect the land where cashewnut nurseries are to be established to ensure that the land is suitable for establishing cashewnut nurseries and that its preparation conforms to good agronomic principles.

Quality control in cashewnut farms or field preparation

45. Before a new farm or field is established or planted with cashew, an authorized officer shall inspect the area on which a new farm is to be established or planted with cashewnut to ensure that the land is suitable for cashewnut plantation and that it is well prepared according to good agronomic requirements.

On farm cashewnut Quality control

46. The Board shall constantly inspect farms or fields on which cashewnut are grown to ensure that-

- (a) growers take care of cashewnut trees, according to proper cashew husbandry standards provided in these regulations or as may be provided from time to time by the Board

- (b) cashewnut farms are kept free from pests or diseases and weeds;
- (c) Other provisions on cashewnut cultivation and husbandry provided under Part III of these regulations are observed.

Quality control during Cashewnut processing

47. (1) A cashewnut processor shall ensure that the premises used for processing cashewnuts conform to the standards prescribed by the Board, which shall include -

- (a) fumigation of the factory, warehouse or plant prior to the commencement of processing;
- (b) arrangements for routine quarterly fumigation of the factory;
- (c) a mechanism for ensuring hygiene condition of the factory, plants and warehouse;
- (d) existence of suitable cashewnut storage facilities or warehouses; and
- (e) availability of fire protection facilities, staff sanitation and ergonomics of workers.

(2) A small scale processor shall keep, maintain and observe hygiene standards at places of work so as to ensure supply and maintenance of water and other sanitary facilities as required by laws governing hygiene in factories.

Quality control of cashewnut kernels

48. A processor or exporter shall pack kernels for export in sealed vacuumised polyethylene bags infused with carbon dioxide and or nitrogen gas or in any packing materials approved by the Board.

Power of authorized officers in inspection

49. A registered person or holder of a license issued under these Regulations shall, at all times during normal working hours, whether with or without notice from the Board, allow authorized officers to carry out inspection for cashewnut quality assurance purposes.

Appointment and powers of cashewnut inspectors

50.-(1) The Board shall appoint such number of qualified and experienced persons to be cashewnut inspectors

- (2) A cashewnut inspector may-
 - (a) at any time, enter any building in which cashewnut are processed or stored, and may inspect the building or any machinery used for the processing of cashewnut;
 - (b) give any directions, which he may think necessary to ensure that the building or processing factory meets the

- standards required by the Board;
- (c) take reasonable samples of any cashewnut found in any store or processing factory and cause those samples to be tested in any manner prescribed in these regulations and The test report must be in the form prescribed under Twelfth Schedule to these Regulations.
- (d) require the licensee to show documents and if necessary make copies of any license, books, documents, records or returns required to be kept or maintained under these Regulations; or,
- (e) give orders pertaining to the use of any building or operation of any processing factory until the Board or an authorized officer is satisfied that the storage or the processing of cashewnut conforms to the standards required by the Act and these Regulations.

PART IX STAKEHOLDERS FORUM

Composition
of annual
stakeholders
meeting

51.-(1) There shall be an annual stakeholders meeting which shall be composed of key stakeholders of the cashewnut industry.

(2) The members of an annual stakeholders meeting shall be as provided in the Thirteenth Schedule to these Regulations.

Role of
stakeholders
meeting

52. Roles of the stakeholders meeting shall be to-

- (a) deliberate and make resolutions on matters arising from the agenda and during the meeting;
- (b) determine modalities for financing its meeting and activities;
- (c) arrange for funding of the shared functions and other matters of common interest to cashewnut stakeholders;
- (d) form committees and working groups for the better carrying out the shared functions;
- (e) deliberate and determine indicative cashewnut price;
- (f) implement any other matter for sustainability and stability of the cashewnut industry.

Implementati
on of
stakeholders
meeting
resolution

54. The secretariat shall be responsible to follow up and coordinate the implementation of all stakeholders meeting resolutions.

PART X
SHARED FUNCTIONS BY LOCAL
GOVERNMENT AUTHORITIES

Matters for
consideration
by Local
Government
Authorities

55. Subject to the provision of section 36(1) of the Act, the Local Authorities shall, in the implementation of the shared functions agreed by stakeholders, take into consideration and ensure the following-

- (a) increased production of the cashewnut in their respective areas;
- (b) proper farming and husbandry of cashewnut;
- (c) maintenance of quality of cashewnut from production to market level; and
- (d) proper maintenance and use of cashewnut feeder roads.

Implementati
on of
stakeholders
meetings
resolutions by
Local
Government
Authorities

56. For the purpose of ensuring implementation of resolutions in the stakeholders meetings, the Local Government Authorities may present their implementation report in the annual stakeholders meeting.

PART XI
MISCELLANEOUS

Strategic Plan

57. The Board shall, in collaboration with other stakeholders, develop a Crop Strategic Plan from its Strategic Action Plan.

Board to
develop staff
performance
standards

58. The Board shall develop staff performance evaluation scheme, which shall be based on physical achievement of the set out targets derived from Strategic Action Plan.

Power to
issue
guidelines

59. The Board may issue guidelines for the effective implementation and discharge of functions in relation to production, processing, marketing, exportation and importation of cashewnut.

Value chain
analysis in
service
delivery

60. In ensuring compliance to standards of service to stakeholders, the Board shall in collaboration with other key stakeholders, observe that-

- (a) the roles and responsibilities of each actor in the cashewnut industry contributes to adding value to the development of the cashewnut industry;
- (b) the potential for adding value through the means of cost advantage or differentiation is enhanced; and

- (c) the cashewnut industry attains sustainable competitive advantage.

Disclosure of
Information
and data
collection

61.-(1) A registered buyer, processor, importer or exporter, shall submit to the Board a monthly report, where applicable, on-

- (a) volume in tonnage of cashewnut purchased, processed and price thereof;
(b) amount and value of cashewnut exported or imported; and
(c) any other information as may be required by the Board.

(2) The Board shall compile and furnish a copy of the monthly report to the respective key stakeholders.

(3) The Board shall maintain all statistical data and information relating to the cashewnut industry in the country.

(4) Any person who gives false information or data to the Board commits an offence and shall, upon conviction, be liable to a fine of not less than two million shillings or to imprisonment for a term of not less than two years or to both such fine and imprisonment.

(5) In addition to a penalty imposed under sub-regulation (4), the buyer shall be obliged to pay any statutory fee or levy as the case may be, which was previously not paid due to undisclosed information.

Corporate
liability

62. Where any offence against these Regulations has been committed by any person with the consent or approval of a director, manager, secretary or any other authorized officer with the capacity as a director of that body corporate, shall be deemed to have committed the offence in the corporate name.

Power to
impose export
Levy

63.-(1) There shall be raised, collected and paid in respect of all raw cashewnut for export, a cashewnut export levy at such rate as the Minister may in consultation with the Minister responsible for Finance impose through a notice published in the *Gazette*.

(2) The levy raised shall be computed and utilized in such manner as may be prescribed by the Minister in consultation with stakeholders or any other written law.

Payment and utilization of levy

64. Any levy imposed pursuant to regulation 66 shall be prescribed by the Minister in consultation with the Minister of Finance on recommendation made by the Board and such levy shall be used as prescribed by these Regulations or as may be agreed by stakeholders and approved by the Minister through notice published in the *Gazette*.

Setting of indicative prices

65.-(1) The Board shall, after consultation with other stakeholders, set indicative price for buying cashewnut for each year which shall be used as a minimum price.

(2) The Board shall inform cashewnut industry stakeholders and the general public, prices prevailing in the world market in respect of various types or grades of cashewnut.

Books and records

66. Every person registered by the Board under these Regulations to buy, process, or export cashewnut, shall keep on the business premises-

- (a) proper and accurate monthly records of the amount of cashewnut bought, processed or exported;
- (b) a copy of a license issued to him by the Board.

Time for transportation of Cashewnut. Forfeiture of Cashewnut.

67. All raw cashewnut and kernels shall be transported from 6.00 a.m to 6.00 p.m.

68. Any person who contravenes any conditions or restriction imposed by these regulations or any other regulation issued by the Board his cashewnuts shall be forfeited by the Board.

General offence and penalty

69. A person who contravenes any of these Regulations where no other punishment has been specified commits an offence and shall upon conviction be liable to a fine not exceeding ten million shillings or to imprisonment a term of not exceeding seven years or to both such fine and imprisonment.

Compliance with the Act

70. The provisions under these Regulations shall be construed in accordance with the provisions of the Act.

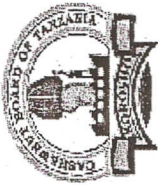
Revocation and savings
GN No 208 of 2005

71.-(1) The Cashew Regulations, 2005 are hereby revoked.
(2) Any orders made or license issued before the coming into effect of these Regulations shall continue to be in force until they are cancelled or otherwise rendered in valid under these Regulations.

FIRST SCHEDULE

Made Under regulation 6 (2)

CASHEW NUT BOARD OF TANZANIA



Registration Form for Cashewnut growers

SR	Name of farmer/ cooperative / Association * (A)	Addresses (B)	Ownership of farm (1=Own, 2=Hired)** (C)	Status of farm (1=Planted with cashew 2=Intend to plant cashew)*** (D)	Farm area (Hectare) (E)			Number of cashew trees and age (Years) (F)			Average production per season (Kg) (G)	Cooperative membership (Put ✓ where applicable) (H)						
					Planted with cashew	Without cashew	Total	New (Less than 5)	Average (5 to 20)	Old (More than 20)		Total	Groups	AMC OS	SACCO S			

* For Cooperatives/Associations write overleaf names of members and their addresses

** For hired farm write overleaf name and address of owner

*** For growers who intend to plant cashewnut indicate overleaf area (Hectare) and amount of cashew trees to be planted

SECOND SCHEDULE

Made Under regulation 20

CASHEWNUT BOARD OF TANZANIA

STANDARD CONTRACT FOR CONTRACT FARMING

Agreement between growers/growers/producers on one part and financier such as cashewnut buyers/processors/investors/bankers on the other part

Preamble

Wheres a specified quantity of organic or conventional cashewnut growned by a specific individual farmer or a group of growers is for sole supply to a specific buyer.

And whereas the buyer is a sole buyer of the cashewnut from the individual grower or group of growers.

Part "A" Details of grower/growers/producers

Full Name (s)
Address:.....Tel.....Email.....
Buyer Area:..... District.....
Registration No.....
Farm details: Location Acreage

Part "B" Details of the financier

Full Name (s)
Address:..... Tel..... Email.....
Registration No.....

Part "C" Details of type or kind of facilitation to be granted:-

- 1) Type or kind of facilitation granted value
2) Total area contracted (Acreage) Number of trees
3) Terms and conditions imposed on cashewnut growers/ growers/producers.....
4) Terms and conditions imposed on the financier
5) Duration of the contract from to
6) Mode of Repayment of the facilities granted:

TERMS AND CONDITIONS:

- (1) The parties undertake to comply with requirement of ~~cashewnut Regulations 2010~~ and Cashewnut Industry Act 2009
- (2) The parties undertake to discharge fully all obligations ~~hereby created~~ as conditions to de-encumbrance.
- (3) Notwithstanding anything to the contrary in this agreement contained, ~~none of the parties hereto shall be liable to the other under this agreement for any failure by such party to fulfil the provision of this contract if such failure is caused any reason of any force majeure.~~
- (4) Any dispute arising between parties hereto concerning this contract, ~~its enter presentation as to the right, duties or liabilities or of the parties shall be referred to the Board for arbitration.~~

The parties having feely agreed to enter into this contract of farming ~~now indicate their acceptance by signing below, and this contract to be read jointly with the attached financial agreement between the parties which forms part and parcel of this contract of farming.~~

Individual Growers/Group of farmer

Name (s) _____
 Address: _____
 Signature: _____
 Date: _____

Witness
 Name (s) _____
 Address: _____
 Signature: _____
 Date: _____

Financier
 Name (s) _____
 Address: _____
 Signature: _____
 Date: _____

Witness
 Name (s) _____
 Address: _____
 Signature: _____
 Date: _____

Part "D" Cashewnut Board of Tanzania.

The Board has hereby perused and approved/not approved registration;

Registration No.....

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

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

THIRD SCHEDULE

Made Under regulation 30

CASHEWUT BOARD OF TANZANIA



Registration form for Cashewnut buyers

S/N	COMPANY NAME	TRADING LICENCE	CERTIFICATE OF INCORPORATION	TIN NUMBER	LIST OF AGENTS	ID OF AGENTS	STORAGE FACILITY	CAPACITY OF THE STORAGE	LOCATION OF STORE	SURVEYOR NAME

FOURH SCHEDULE

Made Under Regulation 29(3)

Buying Licence and Export Licences
CASHEWNUT BOARD OF TANZANIA



BUYING LICENCE OF RAW

CASHEWNUT

Issued to:

Buying Area:

Destination :

Address:

Tel No. :

Godown for storage/processing Factory

Date of Commencement to

Signature of Authorised Officer

Director General
Cashewnut Board of Tanzania
P.O. Box 533,
MTWARA

FIFTH SCHEDULE

Made Under Regulation 29(3)

CASHEWNUT BOARD OF TANZANIA



CASHEWNUT PROCESSING LICENCE

Licence is hereby granted to M/s of P.O. Box
..... to process Cashewnut during season, ending 30th
September, 20.... At the Factory (Registration No.)
Situating at Providing kernels weighing 11.34 kilograms (25lbs).

Issued at This Day of 20.....

REMARKS

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

DIRECTOR GENERAL
CASHEWNUT BOARD OF TANZANIA
P.O. BOX 533,
MTWARA

CONDITIONS FOR APPLICATION FOR CASHEWNUT PROCESSING LICENCE

The Applicant of the Processing Licence shall:

1. Submit a proposal for cashewnut Processing Plant erection to cashewnut Board of Tanzania for approval. The proposal shall contain such necessary information as site location, capacity of plant and building structure, technology used in processing raw cashewnut owners copy of company or any other registration and number of people to be employed.
2. Avail to the Board for inspection: stores for RCN, kernels, platform scales, moisture meter, processing machinery, toilets for staff.
3. Process cashewnut in the approved building structure only.
4. The cashewnut Processing Plant and the built structure must be inspected and passed by a Team of Inspectors from cashewnut Board of Tanzania at least once a year.
5. The Plant must be inspected and passed by Chief Inspector of Factories of the Government.
6. The factory must be inspected and licensed by local government authority of the area of the factory.
7. The cashewnut Processing facilities must keep parched area, moisture meter, platform scales, aspiration system, cashew grades sizing, cashew density conveyance system, silos, sorting tables, bagging system and bulking unit. These facilities shall be inspected and certified by authorized cashewnut Board of Tanzania Officials.

CONDITIONS FOR OBTAINING A CASHEWNUT PROCESSING LICENCE.

- (a) An applicant must own a factory if hired/leased must be shown.
- (b) The factory must be inspected and approved by the Board.
- (c) Holders of processing licenses shall be bound to observe the rules and regulations governing the operation of the factory.

Made under regulation 30

CASHEWNUIT BOARD OF TANZANIA



Registration form for Medium and Large scale Processors

S/N	NAME OF EXPORTER/ COMPANY	ADDRESS OF THE COMPANY	REGISTRATION NUMBER	TECHNOLOGY TO BE USED	DECLARATION OF PROCESSING STAGES

SEVENTH SCHEDULE

Made under regulation 40

CASHEW Nut BOARD OF TANZANIA



PROCESSING MONTHLY REPORT TO CASHEW Nut BORD OF

TANZANIA

Form No.1

NAME OF CASHEW Nut PROCESSING PLANT/FACTORY _____

Processing LICENCE No _____ MONTHLY REPORT OF _____

A. STOCK MOVEMENT OF RAW NUTS AND PROCESSED CASHEW Nut IN KGS/TONS

Rawnuts procured in season Kgs/Tons	Processed /current Month Rawnuts in Kgs.	Rawnuts stock in Kgs/Tons	Processed Recovery kernels In Kgs.	Processed Recovery Kernels Pieces in Kgs.

B. MONTHLY REPORT OF WHOLES GRADE RECOVERY IN KGS.

Grades	W-180	W-210	W-240	W-320	W-450	W-500	SW-180	SW-210	SW-240	SW-320	SW-500	SSW	DWI	DWII	SUB TOTAL
Qty/kgs.															

C. MONTHLY REPORT OF KERNELS PIECES GRADE RECOVERY IN KGS.

Grades	Butts	Splits	LWP	SWP	BBI	BBII	S.Butts	D.Butts	Scor. Splits	Scor. Pieces	D.Splits	SSP	SPS	DP	SUB TOTAL
Qty/kgs.															

D¹ EXPORT OF WHOLES GRADES IN KGS/CARTOONS AND ITS VALUE

Grades Qty/kgs.	W-180	W-210	W-240	W-320	W-450	W-500	SW-180	SW-210	SW-240	SW-320	SW-500	SSW	DWI	DWII	SUB TOTAL
	Price/ Kilo/lb Value														

D² EXPORT OF PIECES GRADES IN KGS/CARTOONS AND ITS VALUE

Grades Qty/kgs. Price/ Kilo/lb Value	Butts	Splits	LWP	SWP	BBI	BBII	S.Butts	D.Butts	Scor. Splits	Scor. Pieces	D.Splits	SSP	SPS	DP	SUB TOTAL

D³ WHOLES KERNELS (GRADES) QUANTITY SOLD LOCALLY

Grades	W-180	W-210	W-240	W-320	W-450	W-500	SW-180	SW-210	SW-240	SW-320	SW-500	SSW	DWI	DW II	SUB TOTAL
Qty/Kgs.															
Price/ Kilo/lb															
Value															

D⁴ PIECES KERNELS (GRADES) QUANTITY SOLD LOCALLY

Grades	Butts	Splits	LWP	SWP	BBI	BBII	S.Butts	D.Butts	Scor. Pieces	D.Splits	SSP	SPS	DP	SUB TOTAL
Qty/Kgs.									Splits					
Price/per Kilo/lb														
Value														

The Monthly Report of Month _____ Year _____

Approved by: Name _____

Signed by _____

Date _____

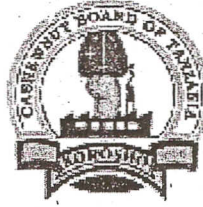
DIRECTOR/MANAGER

Official Stamps of the Processing Factory:

EIGHTH SCHEDULE

Made under regulation 29 (3)

CASHEWNUT BOARD OF TANZANIA



EXPORT LICENCE

1. This licence has been issued to
2. To conduct the business of
3. Licence Business Address
.....
4. Effective date Expiry date
5. Issue date

.....
Cashewnut Board of Tanzania
(Stamp and Signature of issuing Officer)

NB: Export permits per consignment shall be sought from CBT prior to shipments

Made Under regulation 30

CASHEWUT BOARD OF TANZANIA



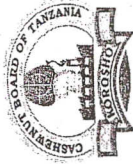
Registration form for Cashewnut Exporters

S/N	NAME OF EXPORTER/ COMPANY	ADDRESS OF THE COMPANY	TRADING LICENCE	CERTIFICATE OF INCORPORATION	COMPANY NUMBER	TIN NUMBER	STORAGE CAPACITY	STORAGE LOCATION

TENTH SCHEDULE

Made under regulations 50

CASHEWNUT BOARD OF TANZANIA



CASHEWNUT PROCESSING INSPECTION FORM

NAME OF PROCESSING FACTORY _____ PROCESSING LICENCE No. _____

INSTALLED CAPACITY _____ CURRENT PROCESSING CAPACITY _____ NUMBER OF WORKERS _____

Direct Labour: M. _____ F. _____

Indirect Labour: M. _____ F. _____

Casual Labour: M. _____ F. _____

No.	Section Inspected	Built or Not Built	Present			condition
			Poor	Good	Very Good	
1.	A. Godown					
	A1. Godown Ventilation					
	A2. Floor of Godown					
	A3. The walls of the Godown					
2.	B. Calibration Section					
	B1. Machineries					
	B2. Calibration Standard					
	B3. Humidification/ Showering Area					
	B4. Working Tools of the Area					
	B5. Workers Uniforms					
	B6. Laborers Appearance					

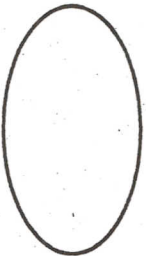
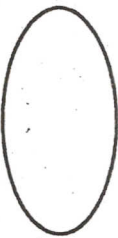
No.	Section Inspected	Built or Not Built	Present			Condition Remarks
			Poor	Good	Very Good	
	B7. Fire Extinguishers					
	B8. Fire Drill					
3	C. Steaming Section					
	C1. Machinery Layout					
	➤ Boiler Operation Certificate					
	➤ Cooker					
	➤ Fire Extinguishers					
	➤ Fire Drill					
	C3. Floor of the Area					
	➤ Cooling floor for cocked Nut					
4	D. Oil Bath Roasting Section					
	D1. Layout of the Oil Bath Roaster					
	D2. Condition of the Burners					
	D3. Condition of Centrifuge					
	D4. Cooling Cylinder condition					
	D5. Cooling Tanks condition					
	D6. Conveyors conditions					
	D7. Fire Extinguishers					
	D8. Fire Drill					
	D9. Condition of the working envelopment					
	D9. Workers safety and uniform					
5.	E. Calibration /Sizing Section					
	E1. The calibration cylinder condition					
	E2. Conveyors conditions					
	E3. Condition of the working envelopment					

No.	Section Inspected	Built or Not Built	Present			Condition	
			Poor	Good	Very Good	Remarks	
6.	F. Shelling/Cutting Section F1. Machinery Layout F2. Conveyor conditions F3. Condition of the working envelopment F4. protected gears in safety of handling the roasted/Steamed Nuts F5. Tables Cleaness F6. Fire Extiqushers F7. Fire Drill F8. Condition of the Floor of the section F9. The Ergonomics of the section F10. Workers safety and uniform F11. Condition of the Floor of the section F.12 General Utensils cleanness > Plastic/Steel bowls > Plastic Boxes > "Nyungo"						
7.	G. Drying (Boma) Section G1. Machinery Layout > Boiler operation certificate > Dryer rooms Cleaness > Trolley and trays cleanness > Fire Extinguishers > Fire drill G2. Dryer/Boma floor cleanness G3. Dryer/Boma walls G4. Humidifier Chambers and its Machinery						

No.	Section Inspected	Built or Not Built	Present			Condition Remarks
			Poor	Good	Very Good	
8.	H. Peeling Section					
	H1. Peeling tables and Tools					
	H2. Fire Extinguisher					
	H3: Fire Drill					
	H4. Workers working Gears					
	➤ Workers Uniforms					
	➤ Gloves usage					
	➤ Peeling tools/Knives					
	H5. Floor Cleanness					
	H6. Supporting handling Utensils					
	➤ Plastic Boxes					
	➤ Steel bowls/Plastic Bowls					
	➤ Cleanness of Trolleys and trays					
	H7. Toilets of the Section					
	➤ Cleanness					
	➤ Number of Toilets (Male and Female)					
	➤ Number of Showers(Male and Female)					
	H8. Hand Cleaning Basin					
9.	I. Grading Section					
	I.1. Grading Tables and Tools					
	I.2. Fire Extinguisher					
	I.3. Fire Drill					
	I.4. Workers working Gears					
	➤ Workers Uniforms					
	➤ Gloves usage					
	➤ Peeling Apparatus/Knives					

No.	Section Inspected	Built or Not Built	Present			Condition Remarks
			Poor	Good	Very Good	
	I.5. Floor with Tiles/Industry Food Paint I.6. Cleanness of Grading Section I.7. Walls cleanness of the section I.8. Grading section Cealing I.9 Arrangement of working Tools/Utensils ➤ Plastic Boxes ➤ Steel bowls/Plastic Bowls ➤ Trolley and Trays					
	I.10 Toilets of the Section ➤ Cleanness ➤ Number of Toilets (Male and Female) ➤ Number of Showers(Male and Female) ➤ Hand Cleaning Basins & Disinfection					
10	J. Packing Section J1. Layout of the packing machines J2. Cleanness of Packing area J3. Wall of Packing its Ceiling and paint. J4. Floor Tiles and Industry Food Paint J5. Fire Extinguishers J6. Fire Drill J7. Arrangement of working Tools ➤ Plastic Boxes ➤ Steel bowls/Plastic Bowls ➤ Packing Materials					

No.	Section Inspected	Built or Not Built	Present			Condition Remarks
			Poor	Good	Very Good	
	J8. Toilets of the Section ➤ Cleanness ➤ Number of Toilets (Male and Female) ➤ Number of Showers (Male and Female) ➤ Hand Cleaning Basins & Disinfection					
11.	K. General View of the Factory K1. General Factory Environment ➤ Surround Cleaness ➤ Green environment ➤ Land Scarping K2. General Toilet and Showers • Number of Toilets Female • Number of Showers Female • Female Sanitation and Disinfection • Number of Toilet Male • Number of Showers Male • Hand Cleaning Basins & Disinfection • Presentation of Liquid Soap • Presentation of Tissue K3. Lockers for Workers • Female Lockers • Male Lockers K4. First Aid Boxes/Kits to every Section K5. Dispensary for Workers.					

No.	Section Inspected	Built or Not Built	Present			Condition Remarks
			Poor	Good	Very Good	
12	GENERAL CONDITION OF THE FACTORY:-					
13	IMMEDIATE COMMENT & RECOMMENDATION OF THE INSPECTOR:- CASHEW NUT BOARD OF TANZANIA OFFICIALS: INSPECTION DONE BY CBT INSPECTOR: _____ Name of the Inspector _____ <i>Signature of the Inspector:</i> _____ <i>Inspection Date</i> _____ FACTORY OFFICIALS: _____ NAME OF THE PROCESSING FACTORY/PLANT _____ NAME OF PROCESSING FACTORY MANAGER/REPRESENTATIVE _____ <i>Signature of the Manager/Representative</i> _____ <i>Inspection Date</i> _____ Official Stamp of the Processing Factory/Plant _____					
						

Made under regulations 41 (2)

CASHEWNUT BOARD OF TANZANIA



**EXPORT PERMIT
PROCESSED/UNPROCESSED CASHEWNUT**

1. (i) Name of Exporter
- (ii) Address & Telephone
- (iii) Authorized Office's Name
2. Cashewnut Export Licence No..... dated.....
3. (i) The Export Licence processed/unprocessed
Cashewnut to the tune of metric tones
Zone Quality Grade
- (ii) Port of Loading per M. V.
4. (i) Sales Contract No. dated
- (ii) Terms of Payments
- (iii) Contract Price
- (iv) Exported Value USD
- (v) Shipment Period
- (vi) Country of Destination
5. I/We have examined and ascertained the truth of the above information of the Exporter and
I/We am/are satisfied and do hereby grant this Export Permit for the Consignment.

NB: All Cashewnut/kernels must be inspected and verified before export permit is issued.
Issued at on

Signature

Designated Officer/s
CASHEWNUT BOARD OF TANZANIA

Copies

- White* -Exporter
- Blue* -Finance Department – CBT
- Pink* -Marketing Department – CBT
- Green* -(TRA) - Tanzania Revenue Authority
- Yellow* -Book copy - CBT

TWELFTH SCHEDULE

Made under regulation 50(2)

CASHEW NUT BOARD OF TANZANIA



INSPECTION FORM FOR RAWCASHEW NUT IN GODOWNS AND PROCESSING FACTORIES

Date	COMPANY PROFILE				Stock Balance of year				Owners of warehouse /Processing factory Signature.
	Name of the Company /Processing factory.	Name of Warehouse	Reg. No.	Licence No.	Grade I		Grade II		
In Bags					In Kgs	In Bags	In Kgs		

CBT Officer Signature. _____
Date _____

THIRTEENTH SCHEDULE A

Made under Regulation 50(2)

CASHEWNUT BOARD OF TANZANIA



INSPECTION FORM FOR RAW CASHEWNUT IN GODOWNS

[per Regulation No.60]

1. Name of the Company _____
2. Name of Processing Factory _____
3. Registration No. _____
4. Licence No. _____
5. Name of Warehouse _____
6. Stock Balance:

Stock Balance Year _____			
Grade I		Grade II	
In Bags	In M/Tn	In Bags	In M/Tn.

7. Name and signature of the Warehouse owner:

Name _____

Signature _____

Date _____

8. Name and signature of CBT officer who verified the stock: Name _____
Signature _____

Date _____

REMARKS:

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

THIRTEENTH SCHEDULE B

Made under Regulation 50 (2)

Quality Control Form for processing factory/Godown

BODI YA KOROSHO TANZANIA

HATI YA UHAKIKI UBORA WA
(Certificate of Raw Cashewnut)



KOROSHO
Quality Test)

Kijiji

..... Kata Wilaya.....
(Village) (Ward) (District)

Gulio Tarehe
(Buying Centre) (Date)

Korosho Zimepangwa Madaraja? NDIYO/HAPANA (Kata moja)
(Have the cashewnut been graded by the farmer? YES/NO)
KAMA HAPANA, UHAKIKI USIFANYIKE.
(If not cutting test should not be undertaken)

(CUTTING TEST RESULTS)	
Ubora – Ratili.....	Kwa Gunia la kilo 80
(Standard Quality Level – Shot) Pounds/bag of 80kg	
Jumla kilo Daraja la Kwanza	Kilo
(Total Standard Grade Cashewnut – kilos)	
Unyevu wa Korosho (Moisture of Cashewnut).....	%
Nut Count.....	
Nyuzi Joto (Temperature).....	c
Unyevu wa hewa (Humidity).....	
KOROSHO DARAJA LA PILI (UNDERGRADE)	
Ubora – Ratili.....	Kwa Gunia la kilo 80
(Undergrade Quality Level – shot)	
Jumla Kilo Daraja la Pili.....	Kilo
(Total Undergrade Cashewnut – Kilos)	

Imehakikiwa na Saini
Kny: Mtunza Ghala (Signature) Seal
Quality Tested by: Ware house Operator

Imethibitishwa na: (approved by)

S/ No	Jina (Name)	Taasisi (Organization)	Saini (Signature)
		Bodi ya Korosho (Cashewnut Board of Tanzania)	
		Union (Ushirika)	
		Chama cha Msingi (Primary Society)	

Jaza Tatu (Fill in Triplicate)

THE TEENTH SCHEDULE

Made Under Regulation 51(2) AND 53



PROCEEDINGS FOR STAKEHOLDERS MEETING

1 INAUGURATION

The inaugural meeting shall deliberate and approve draft procedures for conduct of stakeholders' forum and subsequent operations. A framework is given below for general guidance.

2. ORGANOGRAM

The forum is the apex organization in the Cashewnut Industry whereby all players have an opportunity to be heard. It creates ownership of shared vision. It also identifies ways and means to finance and execute shared activities. Except for Chairman and Secretariat, all stakeholders are peers.

The key stakeholders shall provide the Chairman, while the Cashewnut Board provides the Secretariat.

3. COMPOSITION

Stakeholders in the Cashewnut Industry are of such number that they could not possibly be accommodated in one conference facility. It is therefore stakeholders participation be by through representation.

At present, the following list may be considered as equitable representative:

- (a) Five representatives from the Ministry of Agriculture and Food Security and Cooperatives.
- (b) Management of the Board
- (c) Nine members from the Board of Directors
- (d) Three representatives from cashewnut buyers
- (e) DEDs and Chairmen/Mayor from each cashewnut growing Local Government Authority.
- (f) One representative from each cashewnut Union
- (g) Two representatives from each cashewnut growing association
- (h) Regional Commissioners from each cashewnut growing region
- (i) District Commissioners from each cashewnut growing Districts
- (j) One representative from interested Banks
- (k) One representative from each input supplying company doing business in cashewnut Industry.
- (l) One representative from TAMISEMI
- (m) One representative from Ministry of Finance
- (n) One representative from Ministry of Industry, Trade and Marketing
- (o) Two representatives from cashewnut Research Institute
- (p) One representative from Agricultural Council of Tanzania
- (q) Three representatives from cashewnut Processors
- (r) Two representatives from small scale processors
- (s) One representative from the Tanzania Chamber of Commerce Industry and Agriculture
- (t) Six members from Board of trustees of the cashewnut Industry Trust Fund
- (u) And any other stakeholder as the Board may determine.

4. NOTICE AND AGENDA

- 4.1 The Board shall schedule a regular Stakeholder forum once a year, preferable off the buying season. Extraordinary meeting to be convened a petition of 20 member signatures from different stakeholders group is forwarded to Chairman.
- 4.2 The Board shall provide secretariat services to stakeholders forum
- 4.3 Notice of the meeting shall be made vide public media and newspaper, email, fax and telephone. Member shall be invited to transmit agenda items to the secretariat in any manner deemed fit within twenty one days before the date of the meeting
- 4.4 Agenda shall be confirmed and communicated to members through official news papers at least 14 days before the meeting.
- 4.5 Meeting date, place, time Agenda, to be confirmed and communicated at least 14 days prior to the meeting.
- 4.6 Draft Minutes of Previous meeting shall circulate 30 days after the meeting. Final confirmation of minutes shall be done at following meeting.

5. ELECTION OF CHAIRMAN

- 5.1 Proposed Ministry of Agriculture, Food and Cooperative may designate Chairperson for the inaugural meeting
- 5.2 It is proposed the forum to elect provide the Chairman.
- 5.3 In the event of elected chairperson, it is further proposed that he serves a maximum of 2 years, may be eligible for re-election for another term of two years only.
- 5.4 The Chairman shall preside over all the meetings. If the chairman is unavailable, or after waiting for 30 minutes from scheduled start time of meeting the member present and forming a quorum (minimum 30%) to elect acting Chairman for the meeting.

6. Working groups.

- 6.1 As deemed appropriate, the full quorum of the meeting can delegate by show of hands on specific issues to working group comprising specialist members
- 6.2 All findings of the working group shall be made available to the full quorum of the meeting for discussion and approval/decisions.

7. Attendance/Proxy

- 7.1 Since membership of a meeting is institutional it is expected that proxies will be received and will be allowed to attend the meeting.
- 7.2 The proxy form shall be provided by the secretariat/ the board
- 7.3 No member shall be allowed to appoint two proxies at the meeting
- 7.4 If a member chooses to make his views through correspondences the same will be available in the meeting.


8. Spokesperson

The Chairman is the official spokesperson of the Forum

9. Reports

The Board will incorporate business and of the Stakeholders Forum in the Annual Report.

Dar es Salaam,
26.....oct....., 2010


STEPHEN M. WASIRA
*Minister of Agriculture, Food Security and
Cooperatives*