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THE STANDARDS ACT,

(CAP. 130)

REGULATIONS

(Made under section 36(1) and (3)(f))

THE STANDARDS (IMPORTS REGISTRATION AND BATCH CERTIFICATION) REGULATIONS, 2021

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PART I
PRELIMINARY PROVISIONS

Citation

1. These Regulations may be cited as the Standards (Imports Registration and Batch Certification) Regulations, 2021.

Interpretation
Cap. 130

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

"Act" means the Standards Act;

"advertisement" means and includes every form of presentation, whether in publication, or by the display of any notice or by means of any catalogue, price list, letter, whether circular or addressed to a particular person or by the exhibition of a photograph or a cinematograph film, or by way of sound recording, sound broadcasting, or television or any means of communication;

"batch certification" means collection of samples of the imported commodity or product from a consignment either at the port of entry into the Tanzania Mainland or at agreed premises by the Bureau's inspectors or some other Bureau's authorised, followed by subsequent testing and issuance of a test certificate testifying the clearance of the import for entry and sale into Tanzania Mainland;

"Bureau" means the Tanzania Bureau of Standards established by section 3 of the Act;

"certificate of conformity (CoC)" means a certificate issued by a competent contractor appointed by the Bureau certifying or attesting that a particular export consignment or shipment of the commodity destined to Tanzania Mainland as sampled and tested conforms to the specified Tanzania Standard or International or Foreign Standard recognised by the Bureau;

"cosmetic" means any article intended to be used by means of rubbing, pouring, steaming, sprinkling, spraying on or otherwise applied to the human body or any part thereof for cleansing, beautifying, promoting attractiveness or altering the appearance and includes any article intended for use as a component of a cosmetic, but excludes articles intended for use in the diagnosis, treatment or prevention of diseases and those intended to affect the structure or any function of the body;

"conditional release" means a clearance issued by the Bureau to the importer allowing release of the imported goods from the customs custody after compliance with the requirements prescribed by the Bureau while awaiting issuance of the batch certificate or directives from the Bureau;

"clearance permit" means a clearance issued by the Bureau to the importer allowing release of the imported goods from the customs custody after compliance with the requirements prescribed by the Bureau;

"commodity" means all article or thing which is the subject of industry, trade or business;

"Director General" means Director General appointed under section 7 of the Act;

"emergency food" means food required in times of shortage as a results of drought, flood which lead to famine, war, economic disaster or population displacement;

"food" means any substance whether processed, semi-processed or raw which is intended for human consumption, and includes drinks, chewing gum and any substance which has been used in the manufacture, preparation or treatment of food but does

not include cosmetics, tobacco or substance used only as drugs;

“inspector” means an inspector appointed under section 23 of the Act;

“importation” means to bring goods from another country into Tanzania Mainland and subjecting into use, sell or distribution after compliance with the proper clearance procedures;

“infant” means a person of not more than twelve months of age;

“Import Standards Mark” means a mark issued by a Bureau to be instituted to a product or commodity after compliance with the applicable standard for the purpose of identification during market surveillance;

"label " means any tag, brand, mark, pictorial or other descriptive matter, written, printed, stenciled, marked, embossed or impressed on or attached to a container of any product;

“non pre-packaged foods” means all farm food produce such as cereals, pulses, roots and tubers, fruits, vegetables, nuts and oil seeds, spices, raw meat and fish, eggs, raw milk which are used as raw materials or for direct human consumption;

“occasional food or cosmetics” means product or commodity occasionally imported for special purpose;

“premises” includes land, buildings, structures, basements and vessels and-

(a) in relation to any building includes a part of a building and any cartilage, forecourt, yard or place of storage used in connection with building or part of that building;

(b) in relation to "vessel", means ship, boat, air craft, vehicle and includes a carriage or receptacle of any kind, whether open or closed;

"Pre-shipment Verification of Conformity to standards " means a conformity assessment process used to verify that products to be imported into Tanzania Mainland are in conformity with the applicable Tanzania standards or foreign or international standards recognized by the Bureau before shipment;

"pre-packaged food" means food that is processed to extend its shelf life, packaged, labeled, and complying with specified standards ready for offer to the consumer and includes food supplements;

"product" means goods and services designed to be released or launched in a market;

"standard" means set of rules or conditions prescribing, recommending or relating to the state of being of a matter or thing as universally recognised for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at achieving an optimum degree of order in a given context including other recommendations made by the Bureau, relating to or governing the specification, code of practice, safety, trade description, sampling method, testing method or any other aspect, quality, nature or matter relating to or connected with-

(a) the production or marketing of any commodity or services; or

(b) any component, raw material, machinery, instrument, apparatus or other thing used directly or indirectly, in the production or marketing of any commodity or service, and includes, in relation to metrology, provisions approved or prescribed by the Bureau relating to the fundamental unit or physical constant and the testing of instruments and apparatus used for the determination of weights and measures; and

"young child" means a person from the age of more than twelve months up to the age of three years.

PART II

REGISTRATION OF IMPORTED PRE-PACKED FOOD AND COSMETICS

(a) pre- packed food

Registration of importation of food

3.-(1) A person shall not carry on the business of importation of pre-packed food unless is registered by the Bureau.

(2) Subject to subregulation (1), the registration of food shall not apply to emergency food, food donation, occasional food and any category of food as the Bureau may determine.

(3) The proposed food intended to be imported under subregulation (1) shall comply with the following:

(a) the composition of the food proposed to be imported is not of a quality below the specification;

(b) importation and consumption of the food proposed would enhance or contribute in any other way to the national effort to improve the nutritional status of the people of Tanzania; or

(c) the food or its product and practices related thereto does not in any way contravene the provisions of these Regulations.

(4) Registration of food shall be categorised into three groups as follows:

(a) high risk foods for special nutritional purposes;

(b) high risk foods for general purpose; and

(c) low risk foods.

(5) The description of groups of food under subregulation (4) shall be as set out in the First Schedule to these Regulations.

Application for registration

4.-(1) A person who intends to carry on a business of importation of food shall apply to the Bureau for registration by submitting an application in Form No. 1 set out in the Second Schedule to these Regulations.

(2) The application form under subregulation (1) shall be addressed to the Director General accompanied

and complied with the following documents in Kiswahili or English:

(a) in case of high risk food for special nutritional purposes:
  (i) sample of the food;
  (ii) business license;
  (iii) brief description of the product (typical ingredients, additives and their proportions);
  (iv) authoritative health certificate or certificate of free sale;
  (v) copy of certificate of good manufacturing practice or hazard analysis critical control point compliance certificate;
  (vi) certificate of analysis;
  (vii) material safety data sheet;
  (viii) manufacturing site master file;
  (ix) manufacturing plants shall be subjected to good manufacturing practice inspection prior to grant of registration and effect payment of fees as will be prescribed during the submission of the application;
  (x) for infant formula, follow-up formula and formula for special medical purposes intended for infants and young children, labeling shall be in Kiswahili and English; and
  (xi) any other requirement as the Bureau may determine.

(b) for high risk foods for general purpose-
  (i) sample of the product
  (ii) certificate of analysis;
  (iii) material safety datasheet;
  (iv) business license;
  (v) statement of authorization from the manufacturer if any;
  (vi) in addition to fulfill the general requirement submit any of the following:
    (A) health certificate or certificate of free sale;
    (B) copy of certificate of good

manufacturing practice or hazard analysis critical control point compliance certificate; or

(C) permit from the Vice President's Office - Environment for genetically modified foods or foods containing genetically modified ingredients; and

(vii) any other requirement as the Bureau may determine;

(c) for low risk foods:

(i) sample of the food;

(ii) business license;

(iii) certificate of analysis;

(iv) statement of authorisation from the manufacturer if any; and

any other requirement as the Bureau may determine.

(3) Upon receipt of an application for registration, the Director General shall as soon as practicable proceed to consider the application and grant registration if he is satisfied that-

(a) the food importer has registered his food premises in accordance to the requirements prescribed in the Standards (Registration of Premises and Certification of Products) Regulations, 2021;

(b) the intended food to be imported has been registered; and

(c) any other requirement as the Bureau may determine.

(4) The Director General upon receipt of the application and being satisfied that, the requirement under subregulations (2) and (3) have been complied with, shall instruct the applicant to pay a non-refundable fees as may be prescribed by the Minister before evaluation process is carried out.

Evaluation of application

5.-(1) The Director General upon receipt of the application shall evaluate the same to determine whether

the food comply with safety and quality requirement.

(2) Subject to subregulation (1), evaluation process shall include:

(a) relevance of submitted documents;
(b) laboratory analysis;
(c) ingredients and food additives;
(d) labeling information; and
(e) packaging material.

(3) The Director General, after evaluation of the application and being satisfied may-

(a) approve and issue a certificate of registration to the applicant; or
(b) reject the application and inform the applicant within fourteen days stating the reason for such decision.

Certificate of registration

6.-(1) The certificate of registration shall be in Form No. 2 set out in the Second Schedule to these Regulations and contains such conditions as the Director General may impose.

(2) The certificate of registration shall be valid for a period of five years from the date it was issued and subject to renewal.

(3) The application for renewal shall be made at least sixty days before expiry of the existing registration and during evaluation of application the Director General may require the applicant to rectify the observed shortcomings as deemed necessary.

Cosmetics

Registration of imported cosmetics

7.-(1) A person shall not carry on the business of importation of cosmetics unless is registered by the Bureau.

(2) Subject to subregulation (1), the registration of cosmetics shall not apply to donated cosmetics, occasional cosmetics and any category of cosmetics as the Bureau may determine.

(3) The proposed cosmetics intended to be imported under subregulation (1) shall not-

(a) contain poisonous or harmful substance that might injure users under normal conditions;
(b) be counterfeit cosmetics; and
(c) be contrary to the required standards and provisions of these Regulations.

Application for registration

8.-(1) A person who intends to carry on a business of importation of cosmetics shall apply to the Director General for registration by submitting an application in Form No. 3 set out in the Second Schedule to these Regulations.

(2) The application form under subregulation (1) shall be addressed to the Director General and accompanied by the following documents in Kiswahili or English:

(a) sample of the cosmetics;
(b) business license;
(c) certificate of analysis;
(d) material safety data sheet;
(e) product information leaflet where applicable;
(f) statement of authorisation from the manufacturer, if any; and
(g) any other requirement as the Bureau may determine.

(3) Upon receipt of an application for registration, the Director General shall as soon as practicable proceed to consider the application and grant registration if he is satisfied that-

(a) the importer of cosmetics has registered his cosmetics premises in accordance to the requirements prescribed in the Standards (Registration of Premises and Certification of Products) Regulations, 2021;
(b) the intended cosmetics to be imported has been registered; and
(c) any other requirement as the Bureau may determine.

(4) The Director General shall, upon receipt of the application and being satisfied that the requirement under

subregulations (2) and (3) have been complied with, instruct the applicant to pay a non-refundable fees as may be prescribed by the Minister before evaluation process is carried out.

Evaluation of application

9.-(1) The Director General shall, upon receipt of the application, evaluate the same to determine whether the cosmetics comply with safety and quality requirement.

(2) Subject to subregulation (1), evaluation process shall include:

(a) relevance of submitted documents;
(b) laboratory analysis;
(c) ingredients;
(d) labeling information; and
(e) packaging material.

(3) The Director General may, after evaluation of the application-

(a) approve and issue a certificate of registration to the applicant; or
(b) reject the application and inform the applicant within fourteen days stating the reason for such decision.

Certificate of Registration

10.-(1) The certificate of registration shall be in Form No. 4 set out in the Second Schedule to these Regulations and contains such conditions as the Director General may impose.

(2) The certificate of registration shall be valid for a period of five years from the date it was issued and subject to renewal.

(3) The application for renewal shall be made at least sixty days before expiry of the existing registration and during evaluation of application the Director General may require the applicant to rectify the observed shortcomings as may be necessary.

PART III

BATCH CERTIFICATION

Batch Certification

11.-(1) A person shall not sell, grant, donate, distribute, expose for sale, provide as gift, offer for sale or in any way release or launch in a market any imported commodity or product, unless it is approved and certified by the Bureau.

(2) Subject to subregulation (1), an importer shall at least within seven days before the arrival of the imported consignment, apply to the Bureau for the Batch Certification.

(3) An application made under subregulation (2) shall be in Form No. 5 set out in the Second Schedule to these Regulations and accompanied by the followings:

(a) bill of lading or airway bill, or road consignment note;
(b) commercial invoice;
(c) packing list;
(d) tax assessment document;
(e) test certificate or certificate of analysis from the country of origin or export as issued by the National Standards Body thereof; or its recognised testing authority in that country establishing conformity of the imported consignment, if any;
(f) proof of premise registration for food and cosmetics except for occasional food and cosmetics; and
(g) any other requirement as may be prescribed by the Bureau.

Evaluation of application

12.-(1) The Director General shall, upon receipt of the application, evaluate the same based on the submitted documents and harmonised standards code to determine whether the consignment is within the Bureau's mandate.

(2) Subject to subregulation (1), the harmonised standards code shall be as prescribed by a Director General and reviewed from time to time.

(3) The Director General shall, upon evaluation of

the application and being satisfied that the requirement under subregulation (1) have been complied with, instruct the applicant to pay a non-refundable fee as may be prescribed by the Minister prior to inspection of the consignment.

Inspection

13.-(1) The Bureau shall conduct the inspection of the consignment after its arrival upon being notified by the importer.

(2) Subject to subregulation (1), the Bureau, after being notified, shall assign an inspector to conduct inspection of the consignment by examining physical condition of the consignment and may draw samples where applicable depending on the nature of the consignment as per declared standard.

(3) The inspector after conducting inspection shall fill in the inspection form set out as Form No. 6 in the Second Schedule to these Regulations and the form shall contain the details and findings of the inspected consignment and be signed by both inspector and importer.

(4) The form filled under subregulation (3), shall be submitted to the Director General together with sample collected if any for evaluation to determine whether they have complied with the requirements as prescribed under these Regulations.

(5) The Director General, after evaluation made under subregulation (4) and upon being satisfied that-

(a) the requirements have been complied with, may approve and issue a batch certificate; or

(b) the requirements have not been complied with, may reject the consignment and inform the importer within seven days stating the reason for such decision.

(6) The Batch Certificate shall be in Form No. 7 set out in the Second Schedule to these Regulations and specific to the respective consignment as revealed on the bill of lading, airway bill or road consignment note.

Low risk commodities and products

14. Where the commodities and products rated as low risk are imported accompanied by test report or certificate of analysis issued by accredited Laboratory recognised by the Bureau from the country of origin or export, the Director General may inspect and issue a Batch Certificate Type B in Form No. 8 set out in the Second Schedule to these Regulations upon satisfaction that the same conforms to the standards requirements.

Motor vehicle certification

15.-(1) Certification of imported motor vehicle, shall be carried out after the Bureau has conducted the inspection as per the standard requirements recognised by the Bureau.

(2) The Director General, after being satisfied that-

(a) the requirements have been complied with may approve and issue a certificate of roadworthiness in Form No. 9 set out in Second Schedule of these Regulations; or

(b) the requirements have not been complied with, the motor vehicle may be released with condition to rectify the observed defect within twenty-one days.

(3) The motor vehicle released after rectification of the observed defect, shall be retested for conformity to the respective standard and if complied shall be issued with certificate of roadworthiness.

Pre-shipment verification approval

16.-(1) The Bureau shall have a system of conformity assessment before shipment to verify that, the commodities and products imported in Tanzania are in conformity with the applicable national standards or foreign or international standards recognised by the Bureau.

(2) Subject to subregulation (1), the Director General shall prepare and submit to the Board a list of commodities and products that may require mandatory pre-shipment verification of conformity to Standards for recommendations.

(3) The Board shall, after scrutinizing the submission made under subregulation (2), submit a list of commodities and products together with their recommendations to the Minister for approval.

(4) Subject to subregulation (3), the Minister shall, after approval, direct the Bureau to publish the approved list of commodities and products in the widely circulated newspaper and in the Bureau's website.

Conditions for pre-shipment verification

17.-(1) An importer shall, before shipment of commodities and products, ensure the commodities and products are in the list approved by the Minister under regulation 16.

(2) Subject to subregulation (1), the importer shall inspect and test commodities and products from government accredited laboratory of the country of export recognised by the Bureau.

(3) The importer shall, in two weeks before the arrival of the consignment, submit to the Bureau the following documents:

(a) test report or certificate of analysis issued by government accredited laboratory;
(b) custom documents including bill of lading or airway bill or road consignment note;
(c) invoice;
(d) tax assessment document;
(e) packing list; and
(f) any other documents as the Bureau may require.

(4) The Bureau shall review the submitted documents to verify the authenticity and inspect the consignment.

(5) Subject to subregulation (4), the Bureau shall, after being satisfied that the documents and consignment complied with requirements as prescribed and upon payment of prescribed fee, issue a batch certificate in Form No. 7 set out in the Second Schedule to these Regulations.

Import clearance permit

18.-(1) Import clearance permit may be issued by the Bureau in Form No. 10 set out in the Second Schedule to these Regulations to the importer of the consignment where in the opinion of the Bureau-

(a) the importer has complied with customs requirements and there are pending clearance procedures that will take more than seven days to be addressed;

(b) the consignment is in small quantity and has undergone physical verification;

(c) the manufacturing facility of the imported commodities or products have undergone Good Manufacturing Practice Inspection; and

(d) the products or commodities have been manufactured by foreign companies licenced to use Bureau's standards mark.

(2) Subject to subregulation (1), the permit may be issued with or without conditions as the Bureau may deem fit depending on circumstances pertaining to the clearance of the consignment.

(3) The consignment may be released with conditions upon the written request to the Director General made by the importer as a commitment to abide with the conditions therein.

(4) Subject to subregulation (3), the Director General may, after receiving and being satisfied with the written request from the importer, issue a conditional release declaration form set out as Form No. 11 in the Second Schedule to these Regulations.

(5) The Director General shall, upon evaluation of the conditional release declaration form and being satisfied that, the conditions set out in the form have been complied with, issue import clearance permit.

(6) Where the permit has been issued with conditions, the importer shall not unload, distribute, sell, use or transfer the consignment either in part or whole to any person or any place other than to the address specified in the conditional release declaration form pending the

issuance of the batch certificate or any other directives as may be provided by the Bureau.

Use of imports standards mark

19.-(1) The batch certificates issued under these Regulations shall form the basis for the importer to use import standard mark in respect of commodities and products detailed on the particular bill of lading or airway bill, or road consignment note.

(2) The import standard mark shall be in a manner as may be prescribed by the Bureau and shall be used for verification of authenticity of commodity and products during market surveillance inspections.

(3) Subject to subregulation (1), the Bureau shall issue an authorisation letter together with the import standard mark stickers to the importer to be used for labeling the products or commodities as detailed on the bill of lading or airway bill, or road consignment note.

PART IV
GENERAL PROVISIONS

Register

20. The Bureau shall cause to be kept and maintained a register of imported commodities and products which shall contain the following information:

(a) the name of registered importer;
(b) quantity of imported consignment;
(c) the kind of commodities or products in respect of which is registered;
(d) country of export;
(e) the date of registration;
(f) the date of importation; and
(g) such other particulars as the Bureau may prescribe.

Notification of change of

21. A person registered under these Regulations

information

who intends to alter any matter related to a registered food or cosmetics shall before marketing the changed product, notify the alteration and obtain approval from the Bureau by giving reasons and the extent of such alteration thereon submit samples of the registered and changed product.

Suspension or cancelation of certificate

22.-(1) The Director General may suspend or cancel the certificate issued under these regulations when satisfied that the terms and conditions have been violated.

(2) The certificate may be suspended when the holder-

(a) fails to observe the imposed terms and conditions; or

(b) contravenes any provisions of the Act or these Regulations.

(3) The Director General may cancel any certificate issued where-

(a) it is discovered that, was obtained based on false information; or

(b) it is reasonably suspected that, the item specified therein is likely to cause health, safety and environment hazards to consumers.

Procedure for suspension or cancelation of certificate.

23.-(1) The Director General after being satisfied that, the holder of certificate has violated the terms and conditions, shall notify the holder in writing specifying the nature of default.

(2) Upon receipt of the notice under subregulation (1), the holder of certificate as the case may be, shall make representation in writing to the Director General on the rectification of the default within a period of fourteen days after receiving notification.

(3) Where the holder of certificate fails to rectify the default within the time specified in the notice or fails to make representation satisfactorily, the Director General shall cancel or suspend the certificate.

(4) Subject to subregulation (3) the Director General shall notify in writing the person whose certificate has been cancelled or suspended and remove the name of the person from the register.

Removal from register

24.-(1) A person whose name has been removed from the register shall, within fourteen days of the notification of such removal, surrender to the Director General any certificate issued.

(2) A person who fails to surrender the certificate within the period prescribed under subregulation (1) commits an offence.

Reinstatement

25. A person whose name has been removed from the register and intends to be reinstated shall be required to start the process of obtaining a certificate afresh as prescribed in these Regulations.

Disposal of samples

26.-(1) The Bureau shall, for a period of fourteen days after the issuance of test report, retain remaining samples drawn from a consignment.

(2) Save for samples that have undergone destructive test or non-conforming samples, the importer shall be required to collect the samples from the Bureau within fourteen days from the date of issuance of test report.

(3) Subject to subregulation (2), the samples that have not been collected within the specified time shall be disposed off as per procedures prescribed by the Bureau.

Sub-standard commodities or products

27.- (1) A person shall not in any manner import, unload, sell, distribute or supply commodities or products not in conformity with the standards recognised by the Bureau.

(2) Subject to subregulation (1), the commodities or products which do not conform to the standards recognised by the Bureau, shall be-

(a) re-exported to its country of origin or export; or
(b) disposed off within the Tanzania Mainland.

(3) The importer of the commodities or products who has been ordered to re-export to the country of export or dispose pursuant to the provision of subregulation (2) shall adhere to the following requirements-

(a) keep separately unfit products and commodities;
(b) demarcate an area for keeping unfit products which shall be labeled conspicuously in red ink with words in English "Unfit for intended use" or in Kiswahili "Hazifai kwa matumizi yaliyokusudiwa"; and
(c) maintain safe custody of unfit products in premises mutually agreed until they are disposed off or re-exported.

(4) The disposal of the commodities and product shall be carried out as prescribed by the Bureau.

(5) The importer whose commodities or products are subject to re-exportation or disposal shall bear the costs for the same as the case may be.

Time frame for handling of application

28. Handling of any application whose time frame is not specifically provided for under these Regulations shall be set out in the Bureau's client's services charter.

Appeal

29.-(1) A person who is aggrieved by the decision of Director General may appeal to the Minister within fourteen days after receiving the decision.

(2) An appeal under subregulation (1) shall be in writing stating the grounds for such appeal supported by sufficient evidence if any and signed by the appellant.

(3) The Minister after receiving the appeal shall within ninety days from the date of receipt of appeal make decision.

(4) The appellant may, at any time prior the Minister's decision, lodge a notice with intention to withdraw an appeal and upon receipt of the notice, the Minister shall mark the appeal officially withdrawn.

Offences and penalty

30.-(1) A person who contravenes the provisions of these Regulations commits an offence and on conviction, shall be liable to imprisonment for a term of not less than two years or to a fine of not less than fifty million shillings and not exceeding one hundred million shillings or to both.

(2) On a second or subsequent conviction of any person for an offence committed under these regulations, that person shall be liable to imprisonment for a term not less than three years or to a fine not less than fifty million shillings and not exceeding one hundred million shillings.

(3) In convicting a person for an offence under these Regulations, the court may, in addition to any other penalty which may be imposed, order the confiscation of all or any part of any goods in respect of which the offence was committed, and all goods so confiscated shall be disposed off in the manner as the court may direct.

Revocation and savings GN. No. 405 of 2009

31.-(1) The Standards (Compulsory Batch Certification of Imports) Regulations, 2009 are hereby revoked.

(2) Notwithstanding the provisions of subregulation (1), any decision made, permit, licence, order or any documents issued by the Bureau pursuant to the revoked Regulations shall be deemed to be made or issued under these Regulations.

FIRST SCHEDULE

(Made under regulation 3(5))

GROUPS OF FOOD

(a) High risk foods for special nutritional purposes

Food products under this group shall include food for special nutritional purpose whose intrinsic properties have the potential of being contaminated with pathogens and or chemical toxins causing high health risks to vulnerable groups who due to their physiological conditions are targets for these products. Such food products include:

(a) Infant formulae and Follow-up formulae;
(b) Complementary foods for infants and young children;
(c) Foods intended for special medical purposes;
(d) Formula foods for use in weight control diets;
(e) Food supplements which include:
  (i) Vitamins and Minerals;
  (ii) Amino acids;
  (iii) Essential Fatty acids;
  (iv) Plant, Plant extracts, and other herbal based supplement;
  (v) Enzymes and other metabolites;
  (vi) Prebiotics;
  (vii) Probiotics;
  (viii) Animal products and animal extracts;
  (ix) Protein Concentrates.

(b) High risk foods for general purpose

Foods in this group are classified as such because of their high possibility of being contaminated or have intrinsic properties which can support growth of pathogenic micro-organisms or chemical toxins. Such food products include:

(a) milk and milk products;
(b) meat and meat products, including poultry and game;
(c) fish and fish products, including molluscs, crustaceans and echinoderms;
(d) eggs and egg products;
(e) spices, soups, sauces, salads and protein products;
(f) processed vegetables and vegetable products (including mushrooms and fungi, roots and tubers, pulses and legumes, and aloe vera), seaweeds, and nuts and seeds, dried vegetables (including in grounded form), vegetables in vinegar, oil, brine, or

soy sauce; fermented vegetable products and cooked, blanched or fried vegetables;

(g) ready-to-eat savories (processed nuts and nuts products, including coated nuts and nut mixtures;

(h) composite foods - foods that could not be categorised in other groups;

(i) potable water; and

(j) herbal tea/ infusions excluding sliming tea.

(c) Low risk foods

This group shall include pre-packaged foods, the risk of which is relatively lower than food products categorized in group one and two above. These foods include-

(a) fats and oils, and fat emulsions;
(b) edible ices, including sherbet and sorbet;
(c) processed fruits and fruits products;
(d) confectionaries e.g. hard and soft candy;
(e) coffee, tea, cocoa and their products;
(f) cereals and cereal products, including products derived from cereal grains, from roots and tubers, pulses and legumes;
(g) bakery wares;
(h) sweeteners, including honey;
(i) non alcoholic beverages, excluding dairy products;
(j) alcoholic beverages, including alcohol-free and low-alcoholic counterparts;
(k) salt and salt substitutes; and
(l) vinegars.

SECOND SCHEDULE

FORMS

FORM NO. 1

(Made under regulation 4(1))

APPLICATION FOR REGISTRATION OF FOOD AND FOOD IMPORTER

A. Particulars of Importer/Applicant:

1.1 Name of applicant..... ……

1.2 Address applicant.....

1.3 Telephone Number.....

1.4 Street or Village.....

B. Particulars of product:

1.1 Brand Name: .....

1.2 Common name: ....

1.3 Brief description of the physical characteristics of the food (form, colour etc) ....

1.4 Brief description of the use of the food (for direct human consumption/food raw material);

....

1.5 Intended end user (infants, young, children, pregnant women, immune compromised, old age, diabetic, general population. State any other conditions or contraindications if any)

1.6 Type of materials for the packaging container and liner if any …….

1.7 Type of materials for cap/crown/closure and liner if any ……

1.8 Type of seal (limper proof/non temper proof) .....

1.9 Retail packaging unit in weight or volume: .....

1.10 Shelf life after opening of container: .....

1.11 Instruction for use:.....

1.12 Recommended storage conditions before and after opening .....

1.13 Attach a scientific description on how the shelf life was established.

2.0 Particulars of applicant

2.1 Name (company/person): ... .

2.2 Name of the country where the company was incorporated.....

2.3 Physical address (plot/blockNo./street/village/district/region):.....

2.4 Postal Address: Physical address (country, town/city, street).....

2.5 Telephone: ....

2.6 Fax: .....

2.7 E-Mail:.....

2.8 Name of local food manufacturer, or importer: .....

3.0 Particulars of manufacturer

3.1 Name (company/person):.....

3.2 Name of the country where the company was incorporated.....

3.3 Postal Address: ... .

3.4 Physical address (country, town/city, street):

3.4 Phone: ……..…….. .....

3.5 Fax: .....

3.6 E-mail: .....

4.0 In case of imported food provide the following:

4.1 Product health certificate from competent Bureau.

4.2 Document from relevant recognised organization indicating that the manufacturing facility complies with GMP, HACCP or other quality assurance systems.

4.3 Documentary evidence indicating that the product has been approved in the country of origin or country of dispatch.

5.0 Ingredients used

List ingredient in descending order of proportion quantities per *unit of measurement* of the product and reason of inclusion.

5.1 Main ingredients

S/N	Name	Proportion (e-g. %, ml/1., ml/kg units)

5.2 Food additives

	Name (Specific, common, chemical, technical) or E-	Levels (eg. %, ml/L or mg/kg, units	Purpose of Use

6.0 Verification by the applicant

The..... ... ...(position in the company) and a dully authorized representative of ... ... do hereby certify that all the information filled in this form and all the accompanying documents are true and correct to the best of my knowledge and confirm that the information referred to in this application is available for proof.

Signature:..... ....

Date..... ....

Official Stamp/Seal:,.....

N.B. The Applicant shall be accountable to all information supplied in support of his

application and any false declaration constitutes an offence.

C: For official use only

1. Name of receiving officer:.....Date.....

2.Registration of .....is hereby granted as food importer for the year.....to import the following food products (attached list products).

....

Quality Assurance officer Designation Signature Date

....

Director General Designation Signature Date

FORM NO. 2

(Made under regulation 6 (1))

PRODUCT REGISTRATION CERTIFICATE

Certification No. …….

This is to certify that the Food Product described below has been registered in Tanzania subject to conditions indicated.
Product/Common Name …….
Brand/Trade Name …….
Name and Address of registrant ……
Name and Address of Manufacturer…….

VALID FROM: ……

TO:……..

…….. …….
Date Signature of Director General and Stamp

CONDITIONS OF REGISTRATION

1.This certificate can be revoked, suspended, cancelled or cease to operate immediately after the expiry time.

2.Registered products cannot be advertised without written approval of advertisement from Bureau.

3.The product shall comply with all relevant provisions of these Regulations.

4.The certificate holder shall comply with all Tanzanian labeling requirements at all times.

5.The certificate holder shall ensure that the manufacturing facilities where a registered product is produced comply at all times with Good Manufacturing Practice (GMP) requirements.

6.The certificate holder shall ensure that application for renewal of registration is made sixty days before expiry of registration.

7. The Bureau shall be notified prior to any alteration made on the products.

8. The Bureau reserves the right to withdrawal this certificate when conditions 1 to 7 are contravened and when the risks of the product outweighs the benefits or it is in public interest to do so.

FORM NO. 3

(Made under regulation 8(1))

APPLICATION FOR REGISTRATION OF COSMETICS

ATTACHMENTS

Please attach/enclose-

(a) CD containing a dully fill in application form in soft form in text format on excel;

(b) a copy of certificate of incorporation for companies or registration of the other forms of ownership of the Business in Tanzania;

(c) a copy of free sale certificate and or certificate of observance to good manufacturing practice for imported cosmetics;

(d) art work of immediate package, outer package and product information leaflet; and

(e) authorisation letter permitting an importer to apply on behalf of his principal.

1.0 Product Particulars:
1.1 Name of cosmetic:_____
1.2 Form of cosmetic: (see explanatory note_____
1.3 Physical description of a cosmetic_____
1.4 Intended use: (see explanatory notes) -
_____
1.5 Method of use_____
1.6 Pack size(s): _____
1.7 Formula of a cosmetic:_____

S/N	INCI name	Chemical name	% proportion	Reason for inclusion

Note:
If the formula is considered to be confidential seal in an envelope and mark confidential and then attach.

1.8 Brief description of the type and properties of packaging material and the seal and its liner if any and provide justification for the suitability of the packaging material and the seal and its liner used_____

1.9 Brief description of the method used for the determination of shelf _____

1.10 Recommended storage conditions (where applicable) including any relevant information after the product is opened for use or reconstituted: _____

1.11 Recommended shelf-life:_____

2.0 Particulars of Registrant

(a) Name: _____

Physical Address: _____

_____

Postal Address: _____

Country: _____

Phone: _____ Fax: _____Email: _____

(b) Status of applicant (tick where appropriate)

Manufacturer _____ Importer _____

3.0 Particulars of manufacturer:

Name: _____

Physical address: _____

Postal address: _____

Country: _____

4.0 Particulars of local agent or importer:

Name: _____

Physical address: _____

Postal address: _____

Country: _____

Phone: _____Fax: _____E-mail: _____

Phone: _____Fax: _____E-mail: _____

5.0 Declaration by the registrant:

I, the undersigned certify that all the information in this form and accompanying documentation is correct and true to the best of my knowledge. I also declare that the product does not contain substances from the prohibited list and/ or substances that exceeds the level permitted.

Name:

_____

Position:

_____

Signature: _____

Official stamp:

Date: _____

N.B. The Applicant shall be accountable to all information supplied in support of his application and any false declaration constitutes an offence.

6.0 Fees/charges payment (For official use only)

Fee to be paid……..

Name and signature of authorised officer……..

Name and signature of cashier……..……..…

Receipt number……

Date and stamp……

NB: Cashier should attach copy of receipt

EXPLANATORY NOTES

1. FORMS OF COSMETICS

Aerosol - All types, already pressurized e.g., some hair sprays, perfumes

Capsule/Tablet - e.g., bath oil capsules

Clear Non-oily Liquid - e.g., solutions, some lotions

Clear Oil - e.g., mineral oil

Cream - Viscous liquid or semi-solid emulsion (e.g., some hair grooming products, makeup.

Gel - Viscous, usually clear, jelly-like semi-solids (e.g., some hair grooming products, dentifrices.

Granules - e.g., bath pellets, crystals, pearls, etc

Kit - If the product consists of two or more components of different forms which are mixed before use, then insert "Kit" and write in brackets the forms of the various components.

Liquid Suspension - Solid in liquid (e.g., some moisturizers. Lotion - Liquid emulsion e.g., some moisturizers, makeup.

Ointment - A semisolid preparation based on a fatty material (e.g., lanolin)

Paste - Concentrate of absorptive powders usually dispersed in semisolid base (e.g., dentifrice.)

Pencil - e.g., eyebrow pencil

Powder – Loose: e.g., dusting powder, makeup, talcum

Powder – Pressed: e.g., blush, eye makeup Pressed

Cake - e.g., soap, bath bar

Pump Spray - e.g., atomizers, some hair sprays

Stick - e.g., lipsticks, some deodorants

Other (Please Specify) - Product which does not fall into one of the general categories above. Please provide the rationale as to why the form is unique.

2. INTENDED USE

Ant wrinkle Preparation:

Product applied as a makeup or moisturizer generally to the face to mask or reduce the appearance of fine lines or wrinkles. (See also, Eye Lotion and Eye Makeup).

Baby Product:

Product labeled for use on infants 2 years old or less.

Barrier Cream:

Product which protects the hands from dirt, grease, solvents, etc.

Bath Preparation:

Product added to the bath water. Includes bath oils, tablets, salts, bubble baths, etc.

Body Makeup:

Product applied as makeup to the body excluding the hair, eyes or face. Includes leg and body paints. (See also, Eye Makeup and Face makeup.)

Dentifrice:

Product which cleans and/or polishes the teeth.

Deodorant:

Product which modifies, reduces, or prevents the development of body odors. Excludes genital deodorants and products which claim to reduce perspiration.

Douche:

Product used for personal feminine hygiene. (See also, Genital Deodorant.)

Eye Lotion:

Non-makeup product specifically indicated for use in the area of the eye. Includes lotions and moisturizers.

Eye Makeup:

Product specifically indicated for use in the area of the eye. Includes eyebrow pencils, eyeliners, eye shadows, eye makeup removers, mascara, etc.

Face Makeup:

Product for use in the area of the face. Includes blushes, face powders, foundations, rouges, makeup fixatives, etc. (See also, Antiwrinkle Preparation, Eye Lotion, Eye Makeup, Lipstick and Skin Moisturizer.)

Fragrance:

Includes perfumes, colognes, toilet water, dusting and talcum powders.

Genital Deodorant:

Deodorant/Cleanser intended for use in the genital area. (Includes nondouche feminine hygiene products.)

Genital Lubricant:

Product for use as a lubricant in the genital area.

Hair Bleach:

Product which bleaches the hair. Excludes hair lighteners with colours.

Hair Conditioner:

Non-shampoo product which increases the suppleness or body of the hair, facilitates combing, adds gloss or texture to the hair, etc. (See also, Hair Shampoo.)

Hair Dye:

Product which changes the colour of the hair.

Hair Grooming:

Product which improves the appearance or is used to shape/style the hair. Includes mousses, gels, pomades, sprays etc. (See also, Hair Straightener and Hair Waving Preparation).)

Hair Removal:

Depilatory/epilatory product which facilitates the removal of hair by chemical or mechanical means. Includes wax treatments. (See also, Shaving Preparation.)

Hair Shampoo:

Product which cleanses and conditions the hair. Product is washed off after use.

Hair Straightener:

Product which contain agents which chemically soften the hair to facilitate straightening of the hair.

Nail lacquer (Nail polish)

Products which changes the colour of the nail.

Nail polish remover

Products which removes the colour from the nail.

FORM NO. 4

(Made under regulation 10 (1))

PRODUCT REGISTRATION CERTIFICATE

Certification No…….

This is to certify that the Cosmetic Product described below has been registered in Tanzania subject to conditions indicated.
Product/Common Name …….
Brand/Trade Name …….
Name and Address of registrant ……
Name and Address of Manufacturer…….

VALID FROM: ……

TO:……..

…….. ……
Date Signature of Director General and Stamp

GN. NO. 681 (Contd.)

CONDITIONS OF REGISTRATION

1.This certificate can be revoked, suspended, cancelled or cease to operate immediately after the expiry time.

2.Registered products cannot be advertised without prior approval of advertisement from Bureau.

3.The product shall comply with all relevant provisions of these Regulations.

4.The certificate holder shall comply with all Tanzanian labeling requirements at all times.

5.The certificate holder shall ensure that the manufacturing facilities where a registered product is produced comply at all times Good Manufacturing Practice (GMP) requirements.

6.The certificate holder shall ensure that application for renewal of registration is made 60 days before expiry of registration.

7.The Bureau reserves the right to withdrawal this certificate when conditions 1 to 6 are contravened and when the risks of the product outweighs the benefits or it is in public interest to do so.

FORM NO. 5

(Made under regulation 11(3))

APPLICATION FORM FOR IMPORT BATCH CERTIFICATE

(Please print or write in capital letters)

1.Point of entry (code):……

2. Name and address of importer: ……...
……..... Physical location: ....…….....……. Importer Reg. No……...……..

3. Name and address of supplier:…….
……

4.Name and address of clearing agent: ……. Physical location: ……. Clearing agent Reg. No……...

5. Total No. of containers: ……..

Shipping marks and numbers: ……..……

Location
…….....……

6. Description of goods/products (include brand name)
…….....….
……

Country of origin:…… Product code: ……

7. Reference standard:……
Title:
……...

8. Quantity: …….....

9. Value (C+F):……

10. Remarks: ….....…….
……..

11.Attach copies of the following documents:

(a) Packing list;

(b) Invoice;

(c) Bill of lading or airway bill;

(d) Tanzania Revenue Authority single bill of entry;

(e) Cleanreportoffindingsfromcompetentauthorityoftheexportingcountry,ifavailable;

(f) Test certificate from the country of origin or export as issued by the national standards body thereof or an accredited testing authority in that country establishing conformity of the import shipment to the requirements of the Tanzania Standards, or relevant International Standard; and

(g) A conformity certificate (incase of food or food products) indicating that such foods are consumable in the country of origin.

N.B. The Applicant shall be accountable to all information supplied in support of his application and any false declaration constitutes an offence.

FORM NO. 6

(Made under regulation 13(3))

BATCH CERTIFICATION INSPECTION FORM

1. Name of Importer:…….....……..…
2. Address of Importer:.....
3. Product (s):.....
4. Inspection Point:.....
5. Quantity (Metric tones):.....
6. Identification Marks.....
7. Pre-Shipment Inspection Certificate? (Yes or No):.....
8. Parking List (Yes or No):.....
9. Has Client Paid for the Service (Yes or No):.....
10. Physical Condition of the Product:.....
    .....
    .....
11. Sample size: .....
12. Sampling method: .....
13. Reason for sampling: .....
14. Conditional release (Yes or No): .....
15. Remarks:.....
    .....
    .....
16. ....
    Importer/Agent Designation Signature Date
17. ....
    TBS Inspector/ Authorized person Designation Signature Date

FORM NO. 7

(Made under regulation 13(6) and 17 (5))

BATCH CERTIFICATE

TYPE A

Name:.....
Registered Address:.....
Product:.....
Bill of lading/Identification mark:.....

This is to certify that the above product has been sampled and tested by Tanzania Bureau of Standards

and found to conform to .....

QUANTITY: .....

Date: ....

DIRECTOR GENERAL

THIS CERTIFICATE REMAINS THE PROPERTY OF TANZANIA BUREAU OF STANDARDS AND SHALL BE VALID FOR THE CONSIGNMENT DECLARED ABOVE.THIS CERTIFICATE SHALL BE SURRENDERED ON DEMAND

FORM NO. 8

(Made under regulation 14)
No.....

BATCH CERTIFICATE

TYPE B

Name:.....
Registered Address:.....
Product:.....
Bill of lading/Identification mark:.....

This is to certify that the above product has been physically inspected and approved by Tanzania Bureau of Standards based on……issued by……

QUANTITY: .....

Date:..... .....
DIRECTOR GENERAL

THIS CERTIFICATE REMAINS THE PROPERTY OF TANZANIA BUREAU OF STANDARDS AND SHALL BE VALID FOR THE CONSIGNMENT DECLARED ABOVE.THIS CERTIFICATE SHALL BE SURRENDERED ON DEMAND

FORM NO. 9

(Made under regulation 15 (2) (a))

No.....

CERTIFICATE OF ROADWORTHINESS

Make:..... Model: .....

Type of vehicle:.....

Engine Capacity:.....

Year of Registration:.....

Chassis Number:.....

Engine No/ Model:.....

Inspected millage (Odometer Reading):.....

Bill of lading/Identification mark:.....

Inspected date:.....

Inspected date:.....

Radiation level:.....

Remarks: This is to certify that the above vehicle has been inspected by Tanzania Bureau of Standards and found to conform to TZS 698:2012

Date: ……. …….

DIRECTOR GENERAL

THIS CERTIFICATE REMAINS THE PROPERTY OF TANZANIA BUREAU OF STANDARDS AND SHALL BE VALID FOR THE INSPECTED VEHICLE WITH PARTICULAR ABOVE.THIS CERTIFICATE SHALL BE SURRENDERED ON DEMAND

FORM NO. 10

(Made under regulation 18(2))

Permit No.....

IMPORT CLEARANCE PERMIT

Name of Importer:…….....….....……..... .....

Address of Importer:..... .....

Name of Clearing Agent:..... .....

Product(s):..... .....

Country of Export/Origin:..... .....

Quantity (Metric tones):..... ...

Invoice and Value:..... .....

Bill of Lading/Airway Bill/ Road Consignment note/ Certificate of origin:.....

Container numbers:..... .....

Chassis number:.....

Pre-Shipment Inspection Certificate? (Yes or No):.....

☐ Basis for release

☐ Physical Verification

☐ Conditional release

☐ Personal effects

☐ Diplomatic goods

☐ Non-regulated items

☐ Small quantity

☐ Donated goods

☐ Exempted goods (from PVoC)/Capital goods/Government Projects

☐ Promotional materials

☐ Batch Certificate

☐ TBS certified products (product certification scheme)

Remarks

.....

.....

.....

.....

Prepared by:..... Signature :..... Date:.....

Name of Authorized Officer.....Signature & Stamp.....

Date:.....

NOTE: THIS PERMIT IS ONLY VALID IF IT BEARS AN AUTHORISED SIGNATURE AND STAMP. THIS CERTIFICATE REMAINS THE PROPERTY OF TBS AND IS VALID ONLY FOR THE CONSIGNMENT DECLARED ABOVE AT THE TIME OF ISSUANCE

FORM NO. 11

(Made under regulation 18 (4))

CONDITIONAL RELEASE DECLARATION FORM

1. Point of Entry:.....……..……..……
……
2. Product (s) Name:
.....……..……
3. Quantity:…..……..…….…….....
.....
4. Invoice No:.....……..

5. Bill of lading/ RCN/ Airway bill:
.....…..……..……..

6. Name and Address of Importer: .....……
……..

- District/Town:…….....….....
.....
- Plot No:…….....…..…….....
.....
- Street:…….....……..……
……
- Name of Main road:…….....……..……...
- Famous neighborhoods:….....…..……
…...

- Importer's ID type..….....……ID No:……...……

- Telephone No...….....…….Mobile No……..….....……
- E-mail address:……...……...

7. Specific location/Warehouse where goods under conditional release are kept .....

- Famous neighborhoods:…….....……
- Sketch map of the location.

8. Name and Address of Clearing agent: ……...

- Telephone No: ……..... ID No: ……...
- Mobile No: …….....…….
- E-mail address: ……..……

IMPORTERS DECLARATION:

I declare that the consignment /goods above shall not be distributed, sold, used or transferred until the test results is out and in case of failure of the product to meet requirements of the standards consignment will be returned to the originating country/destructed at owner's cost.

NOTE:

Any person who contravenes any of these regulations commits an offence and on conviction, shall be liable to imprisonment for a term not less than two years or to a fine not less than fifty million shillings and not exceeding one hundred million shillings or to both.

……..	.....……...…	.....
Importername	Signature	Date
……..		…….
.....	…….....	
Agentname	Signature	Date

FOR OFFICIAL USE ONLY:

Remarks……
……
……

……	……	……
TBS Inspector	Signature	Date.

Dodoma,
1st September, 2021

KITILA A. MKUMBO
Minister for Industries and Trade