

	QUALITY MANAGEMENT PROCESSES	DOC. NO.KSB/ST/F03	ISSUE NO. 01
	APPLICATION FOR A MOLASSES PERMIT	ISSUED BY: HOST	DATE: 12/06/2008

APPLICATION FOR A MOLASSES PERMIT

Name of Applicant

Postal Address

Telephone Number(s)

Physical Address.

Names of Directors & Addresses (*where the applicant is a registered Co.*)

1.

2.

3.

4.

Sources and quantity (weight) of molasses required per year.

Factory to supply

Quantity (Tonnes p.m.)

1

2

3

4

5

Preferred mode of Transport from factory

Intended use of Molasses

Justification for the quantity of molasses requested.

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Endorsement by local Administration, Livestock or Agricultural Officer,

I have read and evaluated this application for a molasses permit and I am convinced that the applicants will utilize the molasses for the intended purpose.

Designation of Agricultural/Livestock Officer.....

Designation of Administrative Officer

Name:

Area: Date:

Signature & Stamp:

Certification by Applicant

I of P.O. Box hereby certify that I have read and understood the guidelines for issuing a molasses permit by Kenya Sugar Board. I confirm that the information given by me to support this application is true and correct to the best of my knowledge.

SIGN: DATE:

WITNESS NAME:

ADDRESS:

SIGNATURE: DATE:

Guidelines for Molasses Permit Application

These guidelines are mandatory to all persons or corporate bodies making an application to Kenya Sugar Board for molasses procurement permits.

1. No permit shall be issued unless all the required information has been submitted in the prescribed forms and that Kenya Sugar Board is satisfied that the applicant intends to use the molasses for the specified purpose.
2. Applications for molasses permits shall be submitted from the 1st November of each year until 31st January of the following year.
3. Permit processing fees shall be chargeable at Kshs. 100.00 and 200.00 per tonne for local and import or export monthly molasses supply respectively.
4. No applications shall be considered outside this period unless the supply of molasses is in excess of the demand indicated by the applications received in the period specified and which satisfy the criteria set by the Board.
5. Molasses permits shall be issued to qualified applicants including registered industrial manufacturers who require molasses in their processes, livestock farmers, registered traders and registered exporters.
6. The quantity of molasses requested by each applicant shall be in line with the size of business to which the molasses is intended.
7. The application for permits by all users shall be made through the local administration and livestock or agricultural officers.
8. All imports and exports shall be subject to licensing in accordance with sugar and by-products (imports and exports) regulations of 2004.
9. All permit and license holders shall file molasses returns with KSB before the 31st Dec of each permit validity year.
10. The Kenya Sugar Board shall base its decisions on the national molasses stocks and distribution and the long-term interest of the sugar and related industries when issuing molasses permits.
11. Kenya Sugar Board shall endeavour to inform all applicants of the success or otherwise of their applications using the applicants' postal address within 28 days after the closure applications in each year. The decision of the Board shall be deemed to be final.
12. If unsatisfied, applicants may appeal to the Minister for Agriculture in writing within 28 days of the decision.
13. If unsatisfied with the outcome of the appeal the applicants(s) shall be free to seek arbitration through the Sugar Industry Tribunal as set up under the Sugar Act 2001.

14. All permits issued shall expire on 31st December each year.
15. All applications shall be made using Form KSB/ST/F03.