

**THE UNITED REPUBLIC OF TANZANIA**  
**MINISTRY OF HEALTH AND SOCIAL WELFARE**  
**TANZANIA FOOD AND DRUGS AUTHORITY (TFDA)**



**Guidelines for Importation and Exportation of Food**

*Prepared by*  
**TFDA**  
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## TABLE OF CONTENTS

TABLE OF CONTENTS .....	i
ABBREVIATIONS.....	ii
FOREWORD.....	iii
INTRODUCTION .....	iv
(iii) Aim of export certification of food .....	iv
DEFINITIONS.....	vi
CHAPTER 1 .....	1
IMPORTATION OF FOOD AND FOOD SUPPLEMENTS .....	1
1.1 Procedure for importation of foods and food supplements.....	1
1.2 Specific requirements for importers .....	1
1.3 Procedure for Processing Import Application .....	1
1.5 Terms and Conditions for Importation of Food and Food Supplements	3
1.6 Inspection of Food and Food Supplements at Port of entry.....	4
1.7 Taking of Samples .....	4
1.9 Approved ports of entry.....	5
1.10 Exemptions .....	5
CHAPTER 2 .....	7
EXPORTATION OF FOOD AND FOOD SUPPLEMENTS.....	7
2.1.1 Categories of exporters: .....	7
2.1.4 Procedure for processing export permit/Health Certificate .....	7
(i) Any person intending to export food and food supplements shall be required to make an application for exportation to the Director General, TFDA. ....	7
(ii) The application shall include the following: .....	7
Schedule I.....	9
APPLICATION FOR REGISTRATION AS FOOD IMPORTER .....	9
Schedule II.....	10
FOOD IMPORTER REGISTRATION CERTIFICATE .....	10
Schedule III.....	11
APPLICATION FOR PERMISSION TO IMPORT REGISTRABLE PRODUCT(S)	11
Schedule IV .....	13
APPLICATION FOR PERMISSION TO IMPORT NON-REGISTRABLE FOOD .	13
Schedule V.....	15
SAMPLING NOTIFICATION AND RECEIPT .....	15
Schedule VI.....	16
FOOD CONSIGNMENT RETENTION MEMORUNDUM FORM .....	16
Schedule VII.....	17
HEALTH CERTIFICATE .....	17
Signed by: .....	17
Schedule VIII.....	18
FLOWCHART FOR IMPORTATION OF FOOD.....	18
Schedule IX.....	19
APPROVED PORTS OF ENTRY .....	19

## **ABBREVIATIONS**

CCFIEICS	-	Codex Committee on Food Import and Export
CDO	-	Central Declaration Officer
FAO	-	Food and Agriculture Organization
FCVR	-	Final Clarification Value Report
GMP	-	Good Manufacturing Practices
HACCP	-	Hazard Analysis and Critical Control Points
HDO	-	Head Declaration Officer
IDF	-	Import Declaration Form
ICS	-	Inspection and Certification Systems
MP's	-	Manufacturing Premises
SBE	-	Single Bill of Entry
TFDA	-	Tanzania Food and Drugs Authority
TFDC	-	Tanzania Food, Drugs and Cosmetics Act, 2003
WHO	-	World Health Organization

## **FOREWORD**

International trade in food is growing fast due to globalization and liberalization of trade. This implies that food borne diseases found in one part of the world can spread so fast to other parts of the world. As a result of this, countries all over the world are putting in place systems for controlling imports and exports in order to ensure that food products circulating in these countries are of required quality and safety to protect human health which is in line with TFDA's mission.

As one of the means of achieving this goal all food and food ingredients destined for marketing in Tanzania, have to be subjected to control at the port of entry to ascertain their compliance with set standards of quality and safety prior to entering into Tanzania. Similarly, Tanzania has an obligation of ensuring quality and safety of exported products among other reasons, to safeguard the interests of the nation as a reputable supplier of quality and safety foods. In order for this task to be accomplished efficiently, different tools need to be in place. One of the important tools required by the inspector and other food dealers is having import and export guidelines. These are quite useful for key import and export stakeholders. These stakeholders include food inspectors at the ports entry, food importers and exporters and other law enforcers at ports of entry. The guidelines will enhance standardization of operations by inspectors stationed at ports of entry thus minimizing variations in decision-making process. Knowledge of other stakeholders on the requirements for importation and export of foods will enhance compliance to the legislation.

Benefits derived from the application of these guidelines will be achieved if stakeholders will make use of them effectively. It is therefore anticipated that every stakeholder will play his role so that both human health protection and promotion of the food business are achieved, for example food importers and exporters will be able to prepare the required documentation in line with the requirements of the guidelines and therefore minimize unnecessary queries and therefore speed up provision of quality services to the clients. On the other hand use of the guidelines by inspectors will minimize risks of trading sub standards foods among nations and therefore prevent dumping of substandard or unfit products to our country.

Import and export control of food is changing very fast due to technology and emerging food borne diseases. Therefore, for the guidelines to suit the changing environment, it is expected that feed back from users will serve as an input in revising it so as to maintain its value as a tool for import and export control of foods.

**M. Ndomondo-Sigonda**  
**DIRECTOR GENERAL**

## INTRODUCTION

There is no single country which can be self sufficient in all food commodities in terms of quantity and varieties. Often time's countries specialize in production of food products with higher comparative advantage or comparatively low cost per unit of output and purchase products from other countries that are relatively cheaper. In view of this fact, Tanzania both imports and exports food products to meet to Country's food demand in terms of quantity and varieties but also earn foreign currency from food exports. However, countries including Tanzania are demanding products which are being imported to comply with local or international standards in order to safeguard the health of food consumers.

Inspection and certification systems are fundamentally important and used as a means of food control. Inspections and certification may be focused on the products, processes or facilities, auditing of systems and examinations. Taking into consideration the importance of enhancing quality and safety of imported or exported foods. TFDA has developed these guidelines with the objectives of enhancing effective enforcement of the Tanzania Food Drugs and Cosmetics Act of 2003 and regulations relevant to import and export control of foods by;

- (i) Assisting food importers and exporters to comply to the requirements of the legislation.
- (ii) To guide law enforcers on the requirements for importation and exportation so that enforcement is carried out in the right manner.

TFDA is optimistic that use of these guidelines will enable provision of timely and quality services and provide conducive environment for effective and efficient food import and export control.

Specific objectives of this guideline are: -

- (i) The protection of the life and health of the consuming public, by ensuring:
  - (a) That food products imported into Tanzania are safe, of good quality and are of good nutritive value.
  - (b) That food produced in Tanzania are in compliance with existing national legislation, or in the absence of these, that it complies with relevant international standards such as those elaborated by the codex Alimentarius commission or other recognized international standardizing organizations.
  - (c) That food products destined to be exported from Tanzania must meet specified requirements (i.e food standards and regulations) of the importing country.
- (ii) Ensuring fair practices in the food trade by:-
  - (a) Protecting the consumer from false and unjustifiable claims and advertisement of food,
  - (b) Preventing/ minimizing fraudulent practices in the food trade.
- (iii) Aim of export certification of food

- (a) To assist health authorities, to address the issuing of health certificates in a systematic and internationally acceptable manner.
- (b) To assist prospective exporters, (manufacturers or their agents), of foodstuffs with information related to the issuing of health certificates and how, amongst others, to obtain such certificates.
- (c) To ensure uniformity regarding the issuing of health certificates on national and international standards set.
- (d) To provide information on other role players involved in the certification of foodstuffs related to matters other than health, as well as examples of documents related to health certificates for utilization by health authorities.

## **DEFINITIONS**

### **Authority**

Means the Tanzania Food and Drugs Authority, or its acronym "TFDA" established under section 4 of the Tanzania Food, Drugs and Cosmetics Act, 2003.

### **Audit**

Is a systematic and functionally independent examination to determine whether activities and related results comply with planned objectives.

### **Certification**

Is the procedure by which official certification bodies or officially recognized certification bodies provide written or equivalent assurance that foods or food control systems conform to the requirements. Certification of food may be, as appropriate, based on a range of inspection activities, which may include continuous on-line inspection, auditing of quality assurance systems, and examination of finished products.

### **Certifying officer**

Refers to a person who is employed by a competent health authority within the national health system and who has been specifically authorized, or by virtue of his official functions related to food control authorized to compile, sign and issue a health certificate related to the compliance to health requirements of a consignment of foodstuffs destined for export as based on the criteria specified by the importing country.

### **Certificate of Conformance**

A Certificate given from exporting country after inspecting the consignment before shipment, in relation to quality and safety of such particular consignment.

### **Health certificate**

Refers to an official written document issued and signed by a certifying officer employed by a competent health authority, containing full details of the food safety related status of a consignment destined for export.

### **Certificate of Analysis**

Refers to quality control data for a particular lot/batch of product.

### **Codex**

Means the Codex Alimentarius commission responsible for execution of the joint FAO/WHO food standards programme for the purpose of protecting the health of food consumers and ensuring fair practices in the international food trade.

### **Competent Health Authority**

Refers to the relevant authority, which is mandated to attend to food safety/control matters, including the issuing of a health certificates as

described by these guidelines and as determined by the relevant authority of importing country

**Consignment**

Refers to a quantity of goods or specific batch/lot of food stuffs as specified on the relevant export documentation of the exporter and which can be identified by the certifying officer for inspection/sampling purposes, depending on the nature of the certification as determined by the importing country.

**Food**

Means any article used as food or drink for human consumption and includes any substance used in manufacture or treatment of food.

**Exporter**

Means person or institution authorized to export food to other Countries

**Food safety**

Refers to the assurance that food will not cause harm to the consumer when it is prepared and/or eaten according to its intended use.

**Food control**

Means a mandatory, regulatory activity of enforcement by the competent health authority to provide consumer protection and ensure that all food during production, handling, storage, processing and distribution is safe, wholesome and fit for human consumption; conform to safety requirements; and are honestly and accurately labeled as prescribed by law.

**Importer**

Means person or institution authorized to import food into the Country

**Official accreditation**

Is the procedure by which a government agency having jurisdiction formally recognizes the competence of an inspection and /or certifying body to provide inspection and certification services.

**Phytosanitary Certification**

Refers to a document required by importing countries for the export of non processed plant products for the purpose of protecting plants against pests, plant diseases, chemical treatments and weeds.

**Zoo Sanitary Certificate**

Refers to a document required by importing countries for the export of non processed animal products for the purpose of protecting animals against pests, and animal diseases.

**Registrable foods**

Means all pre-packaged foods

**Non Registrable foods**

Means all non pre-packaged foods, bulk food and food raw materials.

**Import permit**

Means a permit issued to food importer by the Authority, authorizing him to import food items into the country.

## CHAPTER 1

### IMPORTATION OF FOOD

#### 1.1 Procedure for importation of foods

Authorized importers of food fall under the following categories:-

- (i) Government and Non Government Organizations such as World Food Programme
- (ii) Food dealers (Wholesalers and Retailers) with valid license
- (iii) Food Manufacturers with valid license
- (iv) Donations
- (v) Persons authorized to import food for personal use.
- (vi) Individuals/Institutions authorized to conduct Nutritional Researches

#### 1.2 Specific requirements for importers

- (i) Government and NGOs shall be required to submit relevant documents for justification.
- (ii) Food dealers shall be registered as Food importers and must have suitable and registered premises to stock such particular food product and valid license issued by the Tanzania Food and Drugs Authority.
- (iii) Food Manufacturers shall have valid manufacturing license and registered as Food importers
- (iv) Donations by Countries, Faith based organization or individuals shall be fit for human consumption, safe and of good quality not prohibited from the country of origin attached with relevant documents for justification.
- (v) Individuals authorized to import food for personal use shall submit relevant documents to justify that the products are not meant for commercial purpose.
- (vi) Individuals/Institutions authorized to conduct Nutritional Researches (clinical trials) shall submit relevant documents approved by Ethical Committee of the Ministry of Health.

#### 1.3 Procedure for Processing Import Application

- 1.3.1 Any person who intends to import food into Tanzania shall be required to apply for registration as food importer to the Director General Tanzania Food and Dugs Authority in a prescribed form in **Schedule I**.
- 1.3.2 Application shall be accompanied by fee as prescribed under Fees and Charges Regulations, 2005.
- 1.3.3 The Director General, upon receiving application shall issue a Food Importer Registration Certificate to the applicant and shall be valid for One year. A format of Food Importer Registration Certificate is provided as **Schedule II**.

- 1.3.4 A registered Food Importer shall be required to apply for Import permit by fill in prescribed forms (**Schedule III** for registrable foods and **Schedule IV** for non-registrable foods).
- 1.3.5 Application for Import permit shall be accompanied with the following documents;
- (a) Proforma invoice from the supplier
  - (b) Certificate of analysis Health certificate (Certificate of conformance) Health certificate
  - (c) Phytosanitary certificate (in case of importation of unprocessed cereal and plant origin products)
  - (d) Radiation free certificate, where applicable
- 1.3.6 Application for importation of non-registrable products shall be accompanied with pre-shipment samples for analysis whose cost will be incurred by importer as prescribed in the Fees and Charges Regulations, 2005.
- 1.3.7 Proforma invoices shall not contain non-food products, while Food products and food supplements shall be in separate proforma invoices.
- 1.3.8 Proforma invoice shall indicate for each food to be imported the following;
- a) Name of the Supplier
  - b) Name of the Manufacturer
  - c) Country of Origin
  - d) Trade and Common names
  - e) Quantity to be imported
  - f) Registration number in case of registrable products
  - g) In addition to above requirements, the Proforma invoice for importation of Food Supplements must indicate ingredients/compositions and their strength/level.
- 1.3.9 Proforma invoice must also indicate the value of the product(s), currency of payment, validity of the proforma, mode of shipment (sea, air, road), and the destination port of entry.
- 1.3.10 The proforma invoice shall have a signature and stamp of the supplier and importer
- 1.3.11 The Director General, upon receiving applications for import permit and other supporting documents as specified above, shall;
- (a) Examine the applications to authenticate whether the applicant is registered as Food importer
  - (b) Examine the Proforma invoice to ensure that the food and Food supplements intended to be imported are those granted marketing authorization (registered) by the Tanzania Food and Drugs Authority.

- (c) Calculate the applicable and statutory fees of 0.5% FOB value of goods to be imported to be payable to the Tanzania Food and Drugs Authority
- (d) On completion of above scrutinization and if satisfied with the submitted data, the proforma invoice shall be signed by two officers, one from food registration section and the other one from food inspection section dated and stamped with the official TFDA stamp and endorsed with the word "PAID".
- (e) After completion of above process the Chief Food Inspector on behalf of the Director General shall issue the Import Permit.
- (f) In addition to above requirements, importers shall also be required to abide to the TRA importation requirements including Destination Inspection Schemes (DIS) arrangements.

#### **1.4 Inspection of goods after shipment by COTECNA/TISCAN**

All food consignment after shipment also comply with the Tanzania Revenue Authority (TRA) rules and regulations. The government of Tanzania entrusted COTECNA/TISCAN to conduct shipment inspection of all consignment imported through designated ports of entry under the Destination Inspection Scheme (DIS). **Schedule VIII** shows procedure to be followed for inspection of goods.

#### **1.5 Terms and Conditions for Importation of Food**

1.5.1 Food authorized for importation shall only be;

- 1. Pre-packaged food and Food supplements that are registered by the Authority.
- 2. Non pre-packaged/Non registrable food which comply with the specifications and /or requirements prescribed by the Authority
- 3. Food, which has not been banned or does not contain an ingredient, which has been banned in the country of origin.

1.5.2 Import Permit shall not be transferable and shall be issued to cover only one food consignment to be imported.

1.5.3 Approved Proforma Invoice and Import Permit shall be valid for 6 months from the date of approval.

1.5.4 Imported Food product shall have at least a shelf life of 6 months remained before entry at port of entry for those products with shelf life of 9 months or more.

1.5.5 The importer shall be responsible for recall/withdraw of product from the market once it is proven to cause health hazards to consumers.

## **1.6 Inspection of Food at Port of entry**

1.6.1 Each imported food consignments shall be inspected or examined by the food inspector before being removed out of the customs area to ensure that it meets the following requirements;

1. Presence of Valid documents such as Health Certificate issued by the Competent Authority in the Country of origin, TFDA Approved Proforma invoice/Import permit, Parking list and Bill of lading/airway bill.
2. Labeling requirements
  - i. Primary packaging of food imported shall be clearly labeled in English or Kiswahili or both and shall include the following information;
    - (a) Trade and Common names
    - (b) Ingredients/compositions in case for Food Supplements.
    - (c) Dates of Manufacture and Expiry
    - (d) Batch or Lot Number
    - (e) Any special storage conditions
    - (f) Name and address of Manufacturer
  - ii. Food products with labels, which show evidence of alteration, will be regarded as substandard and shall be CONDEMNED. Such alterations shall include;
    - (a) Entire label or parts with details such as batch numbers, dates of manufacture and expiry cut off
    - (b) Evidence of labels being removed or new ones attached or new labels being pasted over old ones
    - (c) Details or being erased or painted out and replaced with new details
    - (d) Counterfeiting
  - iii. The primary package shall be sealed in such a way that the product can not be reached or tempered without damaging the seal

## **1.7 Taking of Samples**

1.7.1 For the purpose of ensuring compliance, Food inspector shall be obliged to take sample of food whenever deemed necessary, for analysis or for other examination in the following conditions;

- (i) Routine samples, such consignment shall be released to the importer with no halt of sales
- (ii) Suspicious consignment in which sample was taken for analysis shall remain under Customs Control pending analysis result.

1.7.2 While taking samples the inspector shall fill in sample taking form  
(**Schedule V**)

### **1.8 Release of Consignment**

1.7.1 Once satisfied that all importation conditions of food consignment have been fulfilled as required in the Act, the Food inspector shall release the consignment and stamp all documents with a **RELEASE** stamp

1.7.2 The following shall apply for Food Consignments which do not meet specified requirements;

- (a) Food and Food supplements rejected because of quality reason shall be **CONDEMNED**
- (b) Foods rejected because of being unregistered in Tanzania may be re-exported to a third country on special request and with special clearance from the Food Authority of the country where the consignment is being exported.
- (c) A re-export exercise shall be preceded by re-inspection of the rejected consignment to confirm that it is still intact before re-export permit is issued by the Tanzania Food and Drugs Authority.
- (d) Reloading for re-export shall be witnessed by customs officials and Food Inspector(s) of the Tanzania Food and Drugs Authority
- (e) Copies of re-export documents stamped at the exit port shall be submitted to the TFDA as evidence of exportation exercise.
- (f) Destruction of rejected food shall be done as per customs requirements and TFDA will provide technical advice on mode of destruction
- (g) The Food inspectors, customs officials and representatives from other relevant Government institutions shall jointly supervise destruction of food still under customs.
- (h) After completion of destruction, TFDA shall issue a destruction certificate to the importer.

1.7.3 Where the consignment is detained the inspector shall issue a detention form of food consignment(s) (**Schedule VI**) stating clearly the reason(s) for detention

### **1.9 Approved ports of entry**

For the purpose of better control of food products, food raw materials and food supplements, the official entry points in the country are sea, air and road through ports and inland posts bordering neighboring countries approved by the Government (**schedule IX**).

### **1.10 Exemptions**

Exemption from payment of 0.5% FOB may be granted for importation of food for the purpose of;

- (a) Research and institutions upon application to the Director General of Tanzania Food and Drugs Authority.

- (b) Donation by countries or faith based organizations upon submission of relevant documents to justify that the products are not meant for commercial purpose.
- (c) Food manufacturers who import raw materials for local industries consumption upon submission of food manufacturing licence.

**CHAPTER 2**  
**EXPORTATION OF FOOD**

**2.1 Procedure for exportation of food**

Certification of food for export is normally done when necessary or upon request from an exporter or importing country. The Authority shall issue health certificate to accompany food for export.

**2.1.1 Categories of exporters:**

- (i) Registered local food manufacturers
- (ii) Company/individuals issued with an export permit by TFDA.

**2.1.2 The Authority shall issue a health certificate if it is satisfied that:**

- (i) The food has been registered and manufactured under license issued by it or the food consignment has been inspected and found in compliance with specifications described by it.
- (ii) For Company/individuals intending to export, inspection and sampling of the consignment to be exported shall be done by an inspector prior issuing of health certificate on which the samples shall be analyzed under exporters cost
- (iii) The food does not contravene any provision of TFDC Act, 2003, or importation and exportation of food regulations

**2.1.3 Food that shall not be exported;**

- (i) Consignment previously imported as donations or for training/research or for individual/personal use shall not be re-exported.

**2.1.4 Procedure for processing export permit/Health Certificate;**

- (i) Any person intending to export food shall be required to make an application for exportation to the Director General, TFDA.
- (ii) The application shall include the following:
  - (a) Name and address of the exporting company.
  - (b) Name and address of the importer
  - (c) Quantity of the food item to be exported
  - (d) Type of packaging material
  - (e) Mode of transportation (sea, air or land)
  - (f) Batch number(s) of the consignment
  - (g) Name of the manufacturer.
  - (h) Country of destination.
  - (i) Expiry Date
  - (j) Name and address of the importer
- (ii) The application shall be accompanied with

- a) Proforma invoice:
- b) Certificate of analysis of the batch to exported (incase of Processed food)

**2.1.5** Application shall be accompanied with processing fee as prescribed in fees and charges regulations, 2005.

**2.1.6** After examination the documents submitted and satisfied by the data submitted health certificate/*export Permit* will be issued (**schedule VII**).

**2.1.7** The permit is valid for three Months from the date of issue and it is for single use only.

**Schedule I**

**THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF HEALTH AND SOCIAL WELFARE  
TANZANIA FOOD AND DRUGS AUTHORITY**

**APPLICATION FOR REGISTRATION AS FOOD IMPORTER**

Section 37(1) of the Tanzania Food, Drugs and Cosmetics Act, 2003 and Regulation (1.3.1)

(To be filled in Quadruplicate)

**To: Director General,  
Tanzania Food and Drugs Authority,  
P. O. Box 77150,  
DAR ES SALAAM.**

**Name of applicant.....**

**Postal address.....Tel. No.....**

**Physical address.....Street/Village**

**Plot No.....**

**I/We hereby apply for registration as food importer for the  
year.....**

**Fees paid Tshs..... Receipt No.....**

**Date of receipt.....**

.....

Date

.....  
Signature of Applicant

FOR OFFICIAL USE ONLY

**Registration of (name).....**

**as food importer for the year.....is hereby granted.**

.....

.....

Date  
Director General

Registration No.

Signature of  
and stamp

TFDA FNO.....

SERIAL NO.....

**Schedule II**

THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF HEALTH AND SOCIAL WELFARE

TANZANIA FOOD AND DRUGS AUTHORITY

**FOOD IMPORTER REGISTRATION CERTIFICATE**

Section 21(3) of the Tanzania Food, Drugs and Cosmetics Act, 2003 and Regulation(1.3.1)  
)

**M/S.....of**

**Postal address.....having**

**premises at.....Street/Village,**

**Plot No..... is hereby granted registration**

**No.....as importer of food or substances to be used in manufacture of food  
as entered in the importers register under his/her name.**

**This Certificate expires on 30<sup>th</sup> June 20.....**

**Issued on.....**

.....

Date

.....  
Signature of Director General  
and stamp

TFDA FNO.....

SERIAL NO.....

**Schedule III**

THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF HEALTH AND SOCIAL WELFARE

TANZANIA FOOD AND DRUGS AUTHORITY

**APPLICATION FOR PERMISSION TO IMPORT REGISTRABLE PRODUCT(S)**

Section 21(3) of the Tanzania Food, Drugs and Cosmetics Act, 2003 and Regulation (1.3.4)

(To be filled in Quadruplicate)

**To: Director General,  
Tanzania Food and Drugs Authority,  
P. O. Box 77150,  
Dar es Salaam.**

**PART A:**

Name of registered importer.....Registration

No.....Postal address.....Tel.  
No.....

Exporting Country..... Invoice  
No.....Date.....

Exporter/Sender.....Postal address.....Arrival expected by

ship/air/motor vehicle, Via..... port  
of entry

I/We hereby apply for permission to import the following product(s) in accordance with the above mentioned Act and Regulations made thereunder:

S/n.	Product		Registration No.	Quantity ordered (litre/kg/no.)	Quantity delivered (litre/kg/no.)	Value of the products	For official use only
	Brand name	Common (Generic) name					

Fees Tshs.....  
Dated.....

Receipt No.....

.....  
**Date**

.....  
**Signature of applicant and stamp**

**PART B:**

Permission is hereby **granted/not granted** to import items marked **approved/not approved** in the last column above. The importer has to call in the Port TFDA Inspector to examine the approved product(s) for fitness for the intended use before being allowed entry into Tanzania.

.....  
**Date**

.....  
**Signature of Director General and stamp**

**PART C:**

I.....being TFDA inspector at.....TFDA port office has examined the above listed product(s) and have found **them fit/not fit** for the intended use hence **allowed/not allowed** entry into Tanzania.

.....  
.....  
**Date**

**Signature of TFDA Inspector and stamp  
(The Inspector has to return immediately a completed copy of this permit together with a copy of a release certificate to the Director General)**

N.B:

This form is for single consignment only.  
\* Delete whichever is not applicable

**Schedule IV**

TFDA FNO.....

THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF HEALTH AND SOCIAL WELFARE

**TANZANIA FOOD AND DRUGS AUTHORITY**

**APPLICATION FOR PERMISSION TO IMPORT NON-REGISTRABLE FOOD**

Section 21(3) of the Tanzania Food, Drugs and Cosmetics Act, 2003 and Regulation (1.3.4)

(To be filled in Quadruplicate)

**Name of applicant.....Postal address.....**

**Physical address.....Street/Village, Plot No.....**

**Tel. No.....Invoice No.....Date.....**

**I/We hereby apply for permission to import the following non-registrable food items and/or substances used in the preparation/manufacture of food in accordance with the above mentioned Act and Regulations made thereunder:-**

Sn.	Food item		Quality parameters	Proportion/ Percent/ level	For official use only
	Brand name	Common name			

**Fees paid Tshs.....**

**Receipt No.....**

**Dated.....**

.....  
.....  
Date

Signature of Applicant

**PART B:**

Permission is hereby **granted/not granted** to import items marked **approved/not approved** in the last column above. The importer has to call in the Port TFDA Inspector to examine the approved product(s) for fitness for the intended use before being allowed entry into Tanzania.

.....  
**Date**

.....  
**Signature of Director General and stamp**

**PART C:**

I.....being TFDA inspector at.....TFDA port office has examined the above listed product(s) and have found **them fit/not fit** for the intended use hence **allowed/not allowed** entry into Tanzania.

.....  
**Date**

.....  
**Signature of TFDA port officer and stamp**  
(The Inspector has to return immediately a completed copy of this permit together with a copy of a release certificate to the Director General)

N.B:

This form is for single consignment only.  
\* Delete whichever is not applicable

**Schedule V**



THE UNITED REPUBLIC OF TANZANIA  
**TANZANIA FOOD AND DRUGS AUTHORITY**  
(Made under section 101 of TFDCA 2003)

**SAMPLING NOTIFICATION AND RECEIPT**

To .....

I have this.....day of.....  
Taken/procure/purchased sample of.....  
.....from the premises  
.....situated at.....under powers vested  
in me as Authorized Officer under section 101 of the Tanzania Food, Drugs and  
Cosmetics Act, 2003 and if I consider it necessary, will have the same analysed  
or examined by the Government Analyst.

Details of the food article sampled with quantity or number  
.....  
.....  
.....

Date.....  
Place.....

Name of Authorized Officer  
.....  
Signature of Authorized Officer  
.....  
Title of Authorized officer  
.....  
Address of Authorized Officer  
.....

.....  
Name/Signature of owner/Agent

**Schedule VI**

**FOOD CONSIGNMENT RETENTION MEMORUNDUM FORM**

The Tanzania Food, Drugs and Cosmetics(Importation and Exportation of Food) Regulations

POE .....

To (Name and address of importer/Agent)

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

Date...../...../....., Time.....

I .....(TFDA **Food** Inspector), where as I have a reason to believe that the consignment of food article detailed below which is intended to be imported/distributed in Tanzania contravenes the provision of the Tanzania Food, Drugs and Cosmetics Act 2003 and its regulations.

1. Item(s) retained

- 1.1 Product name.....Description.....  
Batch No. ....Manufacturing Date.....Expiry date.....  
Manufacturer.....Country.....Amount.....  
Reason of quarantine .....
- 1.2 Product name.....Description.....  
Batch No. ....Manufacturing Date.....Expiry date.....  
Manufacturer.....Country.....Amount.....  
Reason of quarantine .....
- 1.3 Product name.....Description.....  
Batch No. ....Manufacturing Date.....Expiry date.....  
Manufacturer.....Country.....Amount.....  
Reason of quarantine .....

Now therefore, I .....(TFDA Inspector) hereby quarantine the said consignment and direct you to keep it in safe custody under control at .....( Bonded/warehouse) subject to such order as may be issued subsequently in relation thereto.

Be it known to you that removal, sale, distribution, alteration or interference in any way with the said food consignment without my authority is an offence under section 38 (1) of the said Act.

This Retention Memorandum Form is signed before me as a declaration of the importer acknowledging receipt of this memorandum with the said food articles intact as mentioned above.

Date.....

.....  
Signed Food Importer/agent

Date.....

.....  
Signed Food Inspector

**Schedule VII**  
**UNITED REPUBLIC OF TANZANIA**  
**MINISTRY OF HEALTH AND SOCIAL WELFARE**



E-mail: [info@tfda.or.tz](mailto:info@tfda.or.tz)  
 AUTHORITY

77150  
 Telephone: 255 22 2450512,2450751  
 SALAAM  
 Direct Line: 255 22 2450979  
 Fax: 255 22 2450793  
 All letters should be addressed to  
 The Director General  
 In reply please quote:

TANZANIA FOOD AND DRUGS

P.O. BOX

DAR ES

Ref. No. DA/TFDA.68/.....

Date :...../...../.....

**HEALTH CERTIFICATE**

This is to certify that ..... **Ltd, P.O. Box** ....., ..... **Tanzania** is registered under section 18 and licensed under section 20 of the Tanzania Food, Drugs and Cosmetics Act, 2003, as a food manufacturer. Its premises are regularly inspected by the Tanzania Food and Drugs Authority to ascertain compliance with the prescribed specifications. Permission is hereby granted to it under section 5 (1)(l) of the Tanzania Food, Drugs and Cosmetics Act, 2003, for export of ..... Metric Tons of .....to ..... as hereunder shown.

<b>Name of food</b>	<b>Invoice Number</b>	<b>Quantity (MT)</b>	<b>Value (US\$)</b>
<b>Total</b>			

Please note that **Health Certificate** is limited to this consignment only, and is valid from Date .... / ..... / 2005 to Date ..... / ..... 2006.

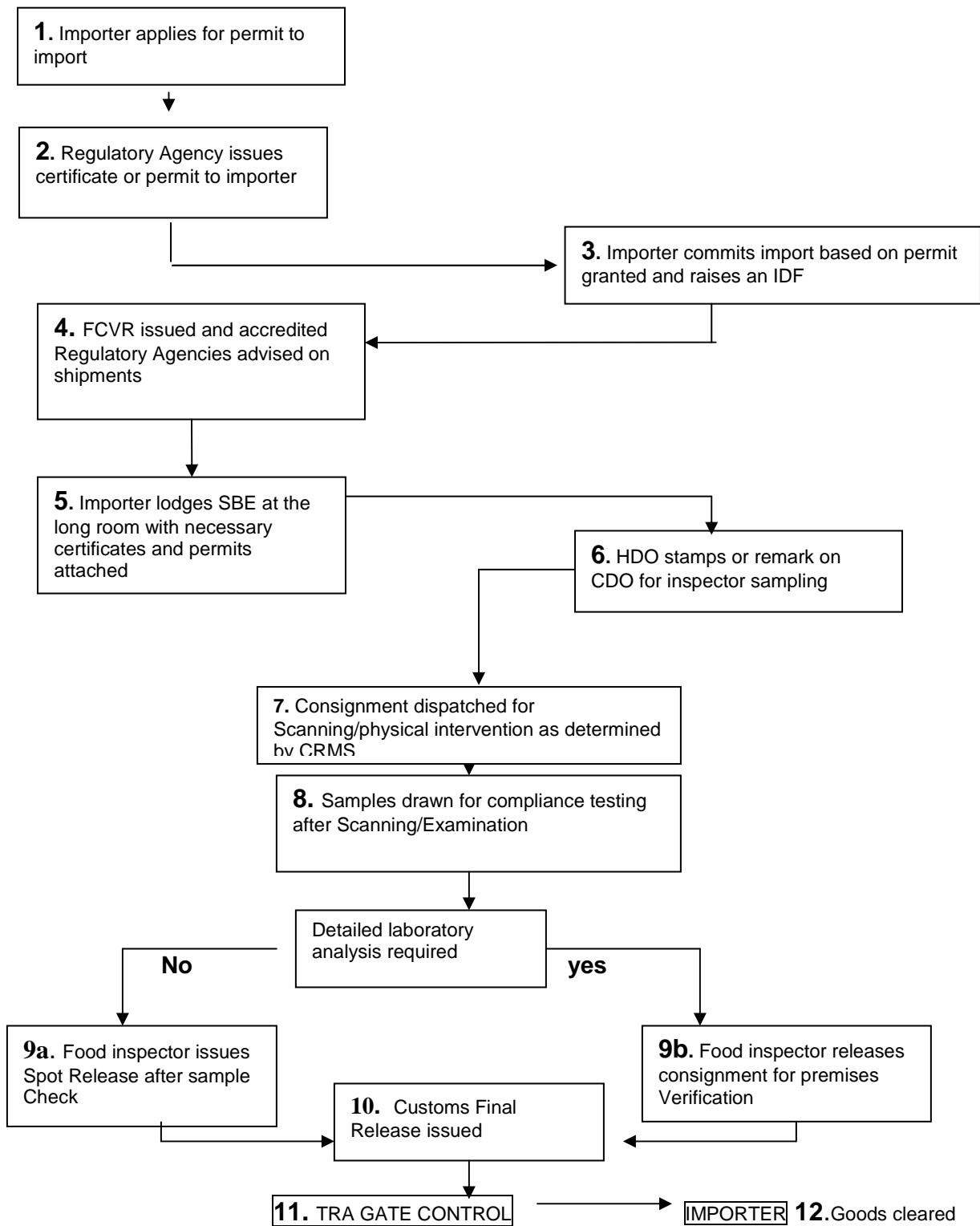
**Signed by:**

.....

For: DIRECTOR GENERAL

**Schedule VIII**

**FLOWCHART FOR IMPORTATION OF FOOD**



## **Schedule IX**

### **APPROVED PORTS OF ENTRY**

The following are the approved/designated ports of entry for all food products and raw materials imported into the country:

1. *Bagamoyo Sea Port*
2. *Bukoba Lake Port*
3. *Dar-es-salaam International Airport,*
4. *Dar es salaam Sea Port*
5. *Holili*
6. *Horohoro*
7. *Isaka Dry Port*
8. *Itungi Lake Port*
9. *Kabanga*
10. *Kassesya Lake Port*
11. *Kasumulu*
12. *Kemondo Bay Port*
13. *Kigoma Air Port*
14. *Kigoma Lake Port,*
15. *Kilimanjaro International Airport,*
16. *Kipili Lake Port*
17. *Lindi Sea Port*
18. *Mabamba*
19. *Mafia*
20. *Manyovu*
21. *Mbamba Bay Lake Port*
22. *Mtwara Sea Port*
23. *Musoma Lake Port*
24. *Mutukula/Kyaka*
25. *Mwanza Air Port*
26. *Mwanza Lake Port,*
27. *Namanga,*
28. *Rusumo Falls Port*
29. *Sirari,*
30. *Tanga Sea Port*
31. *Tarakea*
32. *Tunduma*