

**PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS) REGULATIONS, 2018**  
**S 15(e,g, I,j)**

The Pest Control Products Act is amended by the repeal of Pest Control Products (licensing of premises) regulations (LN45 of 1984, LN 124 of 2006) and their replacement with the following new regulation:

**PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS) REGULATIONS, 2018**

ARRANGEMENT OF REGULATIONS

Regulation

1. Citation.
2. Licensing of premises and businesses handling pest control products
3. Application for premises and business licenses.
4. Issue and expiry of license.
5. Layout and construction of manufacturing, formulating, packaging and storing premises.
6. Protection of workers and operators and quality of products.
7. Essential requirements for operations, etc.
8. Minimum qualification for operating a pesticide premises/business.
9. Class 1 and restricted pest control products
10. Stock records
11. Cancellation or suspension of licence

SCHEDULE

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FORMS

# **PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS) REGULATIONS, 2018**

## **1. Citation**

These Regulations may be cited as the Pest Control Products (licensing of premises and business) Regulations, 2018

## **2. Licensing of business premises and businesses handling pest control products.**

(1) No person shall use any premises, or being the owner or occupier thereof permit or allow the premises to be used, for the purposes of manufacturing, formulating, packaging, selling or storing pest control products unless that person is in possession of a valid license issued under these Regulations in respect of those premises.

(2) No person shall operate any business in pest control products unless that person is in possession of a valid license issued under these regulations in respect of that business.

(3) No license shall be issued under these Regulations as set out in Form C in the Schedule unless the Board is satisfied that the provisions of these Regulations have been complied with.

## **3. Application for premises and business licence**

(1) An application for a licence under these Regulations shall be in Form A in the Schedule and shall be accompanied by the prescribed application fee.

(2) An applicant for a licence shall, on request by the Board, supply any information that may be required for the purposes of these Regulations.

(3) An application will be considered for licensing upon payment of prescribed fees;

(a) Application fees

(b) Premises and/or business license fees

## **4. Issue and expiry of licence**

(1) Upon payment of the prescribed fees, the applicant will be issued with a provisional license prior to inspection.

(2) A license shall only be issued upon compliance with set requirements and payment of prescribed fees

(3) Every licence issued under these Regulations shall be in Form B in the Schedule, and shall expire on the 31st December next following the date of issue.

(4) No person to whom a licence has been issued under these Regulations shall lend, hire, sell, transfer or otherwise dispose of that licence without the approval of the Board which approval shall be endorsed on the licence.

(5) No licence shall be transferred from the premises in respect of which it was issued.

(6) A licensee who is unable to transact business in pest control product shall inform the Board within ninety (90) days.

(7) Any business that has not renewed the license by 31<sup>st</sup> March of the current year shall be liable for a penalty 10% of the outstanding amount of payment for every month not paid on compound interest.

## **5. Layout and construction of manufacturing, formulating, packaging and storing premises**

All premises used for the manufacturing, formulating, packaging or storing of pest control products shall—

- (a) be of a suitable design, layout and construction to ensure the health of workers and to avoid contamination of the environment;
- (b) have sufficient space for the placement of equipment and storage of materials which is necessary for the health of workers and operators;
- (c) have separate areas, either by physical partition, location or other effective means, for those operations which do not require workers to be exposed to pest control products.
- (d) where applicable, be in possession of certificate of compliance with the provisions in Occupational Health and Safety Act

## **6. Protection of workers and operators and quality of products**

Every person who owns, operates or is in charge of premises used for the manufacturing, formulating, packaging, distribution or storing of pest control products shall ensure that—

- (a) During the operation—
  - (i) the persons working in the premises wear adequate protective clothing;
  - (ii) The premises are well supplied with first-aid facilities to the satisfaction of the Board to cater for accidental poisoning;
  - (iii) the general health of the persons working on the premises is adequately catered for; and
  - (iv) Operators in formulation facilities, large stores, and large commercial farms be subjected to periodical medical

checkups.

- (v) where applicable, be in possession of certificate of compliance with the provisions in the Occupational Safety and Health Act

(b) (i) The owner of the premises shall ensure that pest control products are registered and quality is guaranteed.

(ii) No person shall manufacture, repack, stock, or sell counterfeit, expired, unregistered, smuggled and improperly packed pest control products.

### **7. Essential requirements for distributors and retailers of pest control products**

Every person who owns, operates, or is in charge of: -

- (a) premises licensed under these Regulations shall ensure that the products are packaged and labeled as required by the provisions of this Act and the Regulations and shall keep stock records for a minimum of five years;
- (b) pest control product stores and other dispensing premises shall have adequate knowledge of efficacy, uses and handling precautions of all pest control products within the premises to the satisfaction of the Board
- (c) premises licensed under these Regulations shall provide adequate water and general cleanliness to facilitate safe dispensing of the products; ensure physical separation of pest control products stores from food stores and keep stock records for all pest control products in the premises.
- (d) premises dealing pest control products shall have appropriate pest control products waste disposal facilities to safe guard human and environment.

### **8. Minimum qualifications for operating a pest control product business:**

- (a) (i) Manufacturing and formulating plants- Bachelor of science in Chemistry or related sciences for conventional pest control products or Bachelor of Science in Biological Sciences or related sciences for biopesticides
- (ii) Packaging and Repackers- Diploma in chemistry or relevant sciences
- (iii) Storage and use-Certificate in agriculture or relevant sciences
- (iv) Retail outlets/distributor/Hardware stores- Certificate in agriculture, animal health or related sciences
- (v) Pest control operators/spray service providers – Certificate in Agriculture, animal health, or related sciences and or Certificate issued by the Board and Agrochemicals Association of Kenya for

spray service providers

(vi) Fumigation services- Certificate in Fumigation issued by the Board and Agrochemicals Association of Kenya or other recognized certificates

(b)The relevant qualification shall be conspicuously displayed in the premises

#### **9. Class 1 and restricted pest control products**

(1) Any person who intends to handle, use, distribute, transport or deal in a Pest Control Product under restricted class shall apply to the Board for a permit in the prescribed Form D in the Schedule.

(2) No person shall handle, use, distribute, transport or deal in a Pest Control Product under restricted class without a permit from the Board in the prescribed Form E in the Schedule.

(i) Pest control operators/spray service providers – Certificate in Agriculture, animal health, or related sciences and Certificate issued by the Board and Agrochemicals Association of Kenya

(ii) Fumigation services- Certificate in Fumigation issued by the Board and Agrochemicals Association of Kenya or other recognized certificates

#### **10. Stock records**

Every person licensed under this Act shall keep records in the prescribed format(Form F) indicating:

(i). name and address of supplier and license number

(ii). name and quantity of product

(iii).date and place of sale

Failure to keep records may result in suspension or cancellation of license

#### **11. Cancellation or suspension or revocation of licence**

(1) The Authority may cancel or suspend for a period it deems fit the licence issued under these Regulations if satisfied that—

(a) the licensee, employee or agent has contravened the provisions of the Act or the Regulations made under it.

(b) the licensee, employee or agent has been convicted of an offence under the Act; or

(c) the licensee, employee or agent has breached any of the terms or conditions of the licence; or

(d) for any other reason, that it is in public interest to do so.

(2) Before cancelling or suspending a licence under this Regulation, the Board shall give the licensee twenty-one days' notice to show cause why the licence should not be cancelled or suspended upon which the Board shall make a decision.

(3) The information on licence cancellation, suspension or revocation under 10(2) shall be made known to the holder in writing and the public notified through relevant media.

**SCHEDULE**

**FORM A**

**PEST CONTROL PRODUCTS ACT**

**THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)  
(REGULATIONS, 2018)**

Application for a Licence

The Managing Director

Pest Control Products Authority

Waiyaki way,

P.O. Box 13794-00800 Westlands,

Nairobi

1. Name and address of applicant(s).....

2. Name and address of person, firm or company to be issued with licence

.....

Telephone.....Email.....

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3. Full names of partners and/or directors (where applicable) .....

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4. Type of business for which a licence is required .....

6. Plot No./L.R.No. ....

7. Physical Location ..... Road/Street.....

8. Town /market..... County .....

9. Name and qualifications of the person under whom operation/trading will be  
undertaken (Attach evidence).....

Date..... Signature of applicant.....

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For Official Use Only

Fee paid..... Date.....

Receipt Number Signature of receiving Officer.....

**FORM B**

PEST CONTROL PRODUCTS ACT

(Cap.....)

**THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)  
(REGULATIONS, 2018)**

**Receipt No..... LICENCE NO.....**

This licence is granted to .....

.....

Type of business.....

Plot No./LR No. ....

Situated at.....

*Regional Manager*

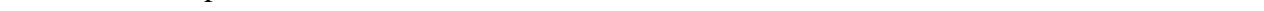
*Inspector*

*For:Managing Director*

Date .....

This licence is not transferable to any other person without the approval of the Board

This licence expires 31<sup>st</sup> December.....





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**FORM B1**

**PEST CONTROL PRODUCTS ACT**

*(Cap.....)*

**THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)  
(REGULATIONS, 2018)**

**PROVISIONAL LICENSE**

**Receipt No.....**

**LICENCE NO.....**

This licence is granted to .....

.....

Type of business.....

Plot No./LR No. ....

Situated at.....

*Regional Manager*

*Inspector*

*For:Managing Director*

Date of issue.....

This licence is not transferable to any other person without the approval of the Board

This licence is valid for six months from date of issue

*This provisional licence is only applicable to existing premises/ businesses previously licenced  
by PCPB*

*This licence can be revoked on non-compliance*

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PEST CONTROL PRODUCTS ACT

(Cap..... )

**THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)  
(REGULATIONS, 2018)**

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FORM C

PEST CONTROL PRODUCTS BOARD

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(A Statutory Organization of Kenya Government)

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**HEAD OFFICE**

Loresho-off waiyaki way

P.O. Box 13794-00800 Nairobi, Kenya

[Tel: 254-020-8021846/7/8](tel:254-020-8021846/7/8)

Fax: 254-020-8021865

Mobile: 0722480904/0735778743

Email: [md@pcpb.or.ke](mailto:md@pcpb.or.ke) / [pcpboard@todays.co.ke](mailto:pcpboard@todays.co.ke)

Website: [www.pcpb.or.ke](http://www.pcpb.or.ke)

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**FORM C      PREMISES INSPECTION REPORT**

*A. Inspection of Premises*

During inspection of Pest control Products Premises, the following Items shall be examined and comments made in order that the correct action can be taken with regard to Licencing. A copy of the Inspection report shall be left with the owner or person in-charge of the premise. The original shall be returned to the Pest Control Products Board Name and Address of Applicant/ Business ...

.....

.....

- 
1. Type of Business.....
  2. Physical Location of Premises .....
-

3. L.R. No. / Plot No. ....
4. Fees Paid .....Receipt No. ....

**B. Specific Requirements**

	ITEM	COMPLIANCE WITH REQUIREMENTS		INSPECTOR'S RECOMMENDATION TO OWNER
		YES	NO	
	<b>PHYSICAL FACILITIES</b>			
1.	Suitable design, layout and construction for manufactures : evidence of compliance to Occupational Safety And Health Act			
2.	Sufficient space for free movement of personnel, products and equipment			
3.	Floors- Smooth & impermeable			
4.	Adequate Ventilation/Aeration allow free movement of air			
5.	General cleanliness			
	<b>PROTECTION FOR WORKERS</b>			
6.	Separate areas for workers who are not handling pesticides			
7.	Suitable Personal Protective clothing			
8.	Adequate First Aid measures			
9.	Appropriate Fire extinguisher			
10.	Adequate running water within premises			
11.	Pesticides risks register and records of incidences/occurrence for manufacturers and large scale users			
12.	Periodic (6 months) medical assessment for personnel handling pesticides			
13.	Compliance with operational good manufacturing practices/Good Agricultural practices for Manufacturers large scale users			
	<b>PROTECTION OF THE PUBLIC AND MAINTENANCE OF PRODUCT QUALITY</b>			
14.	Physical separation of pharmaceuticals and animal feeds from pesticides			
15.	Proper Storage and stacking of products			
16.	All products must be registered and labelled as required by Law			
16.	All labels should show date of manufacture and shelf life			

17.	Stock records kept			
18.	Qualified operators for manufacturing, formulation/large scale use premises			
19.	Qualified operator for store and dispensing premises/pest control operators			
20.	<b>PROTECTION OF THE ENVIRONMENT</b>			
21.	Appropriate waste disposal mechanisms e.g saw dust, sand, soil			
22.	Sufficient banding of store			
23.	Dustbin for disposal			
24.	Pest control products effluent deactivation system in place for manufacturers and large scale users			

*C. General Recommendations*

I certify that I have inspected the premises described above and it is my considered opinion that a licence should/should not be issued /withdrawn for the premises.

The following defects should be rectified (Specify items by numbers).

.....

1. Signature of Inspector; .....

Date.....

Name of Inspector; .....

2. Signature of Inspector; ..... Date.....

Name of Inspector;

**NOTE**

In case the Inspector's report reveals defects in the fulfilment of the requirements by the Pest Control Products Act, and therefore a recommendation not to provide a licence to the owner of the premise by copy of this report shall be allowed a period of 60 days to rectify the defects and comply with the law. He will be allowed a further 14 days in which to re-apply for a licence. If after a subsequent inspection the premise fails to meet the requirements, the business shall forthwith be closed and court actions taken in case of further default.

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PEST CONTROL PRODUCT ACT

[Cap.346]

PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)

(AMENDMENT) REGULATIONS, 2018

**APPLICATION FOR PERMIT TO DEAL IN PEST CONTROL PRODUCTS UNDER  
RESTRICTED CLASS**

Name and address of applicant.....

Status and address of applicant (Manufacturer, Agent, Registrant, Distributor,  
User).....

Name and address of registrant of pest control product.....

Trade name, Formulation, Concentration.....

Registration No .....

Target pest/disease.....

Package type.....

Quantity.....

Signature of applicant.....

Date.....

THE PEST CONTROL PRODUCT ACT

[Cap.346]

PERMIT NO E

THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)

(AMENDMENT) REGULATIONS, 2018

**PERMIT TO DEAL IN PEST CONTROL PRODUCTS UNDER RESTRICTED CLASS**

This permit is granted to.....

To sell/store/transport/use product.....

Registration Number.....At plot number.....

L.R. NO.....Situated.....

Date.....

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**THE PEST CONTROL PRODUCTS (LICENSING OF PREMISES AND BUSINESS)  
(REGULATIONS, 2018)**

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FORM F

<b>No</b>	<b>Date of purchase</b>	<b>Name and address of supplier</b>	<b>LICENSE NUMBER(supplier premise license number)</b>	<b>Trade name of product supplied</b>	<b>Quantity Litres/kg</b>

**PEST CONTROL PRODUCTS (DISPOSAL)  
REGULATIONS, 2018  
S 15(1)**

The Pest Control Products Act is amended by the repeal of Pest Control Products (disposal) regulations (LN.126 of 2006) and their replacement with the following new regulation:-

**PEST CONTROL PRODUCTS (DISPOSAL) REGULATIONS, 2018  
ARRANGEMENT OF REGULATIONS**

1. Citation.
2. Disposal of pest control products for purpose.
3. Application for disposal licence.
4. Cancellation or suspension of licence.

SCHEDULE

**PEST CONTROL PRODUCTS (DISPOSAL) REGULATIONS, 2018**

**1. Citation**

These Regulations may be cited as the Pest Control Products (Disposal) Regulations, 2018.

**1. Disposal of pest control products**

(1) No person shall dispose of any pest control product or their containers in a manner that shall be detrimental to man, animal and the environment.

(2) No person shall carry out any disposal of pest control products or containers for commercial purposes unless that person or institution is in possession of a licence under these Regulations and all provisions of the Act have been complied with.

(3) Without prejudice to the provisions of the Environmental Management and Co-ordination Act, any person or institution desiring a licence for disposal of pest control products for commercial purposes shall apply to the Board for a licence in the prescribed Form A set out in the Schedule and shall be accompanied by the prescribed fees.

(4) The use of any pest control product disposal method shall be approved by the Board subject to specific requirements laid down by the Authority.



(5) The transboundary movements of pest control products for disposal shall be subject to ratified conventions, protocols, treaties or agreements to which Kenya is a party.

### **3. Application for pest control products disposal licence**

(1) The Board may approve an application made under Regulation 2 and shall issue a licence as set out in **Form B** in the Schedule if it is satisfied that—

- (a) the application contains the information required under these Regulations;
- (b) approved methods of disposal would be used or applied;
- (c) the applicant has sufficient expertise to dispose of the pest control products in question.
- (d) the applicant has the necessary approvals as set out in the Environmental Management and Co- ordination Act,

(3) Where the Board does not approve an application it shall give reasons.

(4) The Board may attach to a licence such conditions as it deems fit.

(5) No person or institution to which a licence has been issued under these Regulations shall lend, hire, sell, transfer or otherwise dispose of that licence to any person or institution without the approval of the Board, which approval shall be endorsed on the licence.

### **4. Cancellation or suspension of licence**

(1) The Board may cancel or suspend for a period it deems fit the licence issued under these Regulations if satisfied that—

- (a) the licensee, employee or agent has been convicted of an offence under the Act; or
- (b) the licensee, employee or agent has breached any of the terms or conditions of the licence; or
- (c) for any other reason, that it is in public interest to do so.

(2) Before cancelling or suspending a licence under this Regulation, the Board shall give the licensee twenty-one days' notice to show cause why the licence should not be cancelled or suspended.

### **5 Management of empty pest control product containers**

(1) All pest control product labels should give appropriate instructions on how to handle empty pest control product containers in accordance with Regulation xx (Labelling regulations).

(2) No person shall dispose off an empty pest control product container in a manner likely to contaminate the environment or that could be hazardous to man and other organisms.

(3) Empty pest control product containers shall be delivered to an approved collection centre or a licensed disposal facility

(4) The collection centre shall transport the empty pest control products containers in accordance with Pest Control Products Act cap 346 and Regulations therein

FORM A

PEST CONTROL PRODUCT ACT

[Cap 346]

PEST CONTROL PRODUCTS (DISPOSAL) REGULATIONS ,2018

**APPLICATION FOR THE DISPOSAL OF PEST CONTROL PRODUCTS FOR**

**COMMERCIAL PURPOSE**

*(to be typed or printed)*

To: The Managing Director

Pest Control Products Board

Waiyaki Way

PO BOX 13794-00800

Westlands-Nairobi

1. Applicants full name/Address.....  
.....  
.....  
.....  
.....
2. The company directors.....  
.....  
.....
3. Types of waste/(Products, formulation, state etc.).....
4. Quantity in details.....
5. Source(s) of wastes.....
6. Reasons for disposal.....
7. Methods of disposal to be used .....  
(attach the details or the methods)
8. Qualification and experience of personnel.....
9. Disposal site.....(attach details).....
10. Transportation to the disposal site.....

.....  
.....  
.....  
11. Environmental impact Assessment report.....

.....  
Dated.....Sign/stamp.....  
.....  
.....

Applicant

FORM B

PEST CONTROL PRODUCT ACT

[Cap .346]

THE PEST CONTROL PRODUCTS (DISPOSAL) REGULATIONS ,2018

LICENCE No.....

This license is granted to.....  
.....  
.....

To dispose the following pest control products wastes.....  
.....  
.....

Using the following methods.....  
.....  
.....

at.....  
.....

Date.....Signature.....

Managing Director  
Pest Control Products Board

FORM C

PEST CONTROL PRODUCT ACT

[Cap.346]

PEST CONTROL PRODUCTS (DISPOSAL) REGULATIONS

CERTIFICATE OF DISPOSAL NO.....

This is to certify that on.....  
.....

Satisfactory disposed of the following pest control products:

1. ....
2. ....
3. ....
4. ....
5. ....

Methods of disposal

1. ....
2. ....
3. ....
4. ....

Comments from the board.....  
.....

Managing Director.....Date.....

Stamp .....

The disposal certificate is not transferable.