



**AGRICULTURE AND FOOD AUTHORITY  
SUGAR DIRECTORATE**

SERIAL NO.....

**APPLICATION FOR LICENCE FOR A SUGAR MILL**

1. Name of the Applicant .....
2. Physical Address..... Land Reference Number .....
3. Postal Address.....
4. Location..... Division.....  
District..... Province .....
5. Tel:..... Fax ..... E-mail .....
6. Registration No. .... Trade License No. ....
7. I hereby apply for a sugar mill license. The following are my/our particulars:
8. Name(s) of ownership/ shareholders .....
9. Names of directors of the company and their profiles
10. Director.....  
Director.....  
Director.....
11. Legal status of the applicant/ public company/ co-operative society/  
partnerships/private firm/.....
12. Date of establishment/ incorporation ..... Registration Certificate  
Number .....
13. Name of nearest commercial centre .....
14. Source of water ..... source of electricity .....
15. Attached is a copy of memorandum and articles of association for the  
Company/ co-operative society/ partnerships/private firm is attached.
16. The types and quantities of products and by-products to be manufactured and  
for each product the quality must meet the minimum or maximum values as  
provided for under the Kenya Bureau of Standards specifications:

- (a).....
- (b).....
- (c).....
- (d).....
- (e).....

17. The type of technology employed in manufacturing the products specified in sub paragraph (15) shall be adequately illustrated by-  
flow diagrams of the process; list of major equipment;
18. A brief description of the manufacturing process and production plan indicating the operational parameters of the factory and qualities of the end products
19. Profile of all key personnel proposed for the mill in the management and technical areas, numbers of permanent and casual employees:
  - (a). number of key personnel.....(attach personnel profiles);
  - (b). number of the permanent employees .....;
  - (c). number of casual employees.....;
20. Source and availability of sugar crop supply:
  - (a) geographical area(s).....;
  - (b) nucleus estate acreage .....projected yield.....;
  - (c) area of available contracted cane in 12 months ..... and projected yield .....;
  - (d) area of sugar crop from independent growers ..... and projected yield .....;
  - (e) total available area from (b), (c), (d) and (e) ..... and total projected tonnage of cane per year..... ;
  - (g) daily capacity of the mill in tonnes of sugar crop per day .....; and capacity of weighbridge(s).....
21. Economic and technical viability parameters including the following:
  - (a) the yield per tonne of sugarcrop ..... ,
  - (b) rendement or TC:TS ratio for the last three years ;

- (c) production cost(s) per unit of production ..... ;
- (d) Gross profit/loss in the last three year... ..... ;
- (e) Projected costs per production unit for the next twelve months ..... ;
- (f) Gross profit/loss in the last three year... ..... ;

22. I hereby declare that:

- (a) All the statements and supporting materials are complete and true;
- (b) I have authorized the Board to make further inquiries and receive information in connection with this application to the extent permitted by law.
- (c) We have complied with the requirements of the Factories Act, Cap. 514, the Public Health Act, Cap. 242, the Standards Act, Cap. 496 and the Environmental Management and Co-ordination Act, 1999.

### **Signed by applicant**

Principle Officer .....

Name .....

Signature .....

Date .....

Witnessed by (*Full name and address*)..... Signature .....

Designation .....

Date .....

**Note:** All information regarding this application shall be treated as confidential but the Board reserves the right to share the information with other approving agencies of the Kenya Government to the extent required by law or by the policy of the Government.

### **For Official Use Only**

Date of receipt of application .....

Licensing approved/ not approved .....

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The Director General - **AFA**