

MILLING LICENSE APPLICATION FORM FOR/AD/03		NAMIBIAN AGRONOMIC BOARD Contact details: Telephone: +264 61 379 500 Fax office: +264 61 22 5371 Email: pro@nab.com.na Website: www.nab.com		Physical address: Agricultural Boards' Building 30 David Hosea Meroro Road Windhoek Namibia		Postal address: PO Box 5096 Ausspannplatz Windhoek Namibia		 NAMIBIAN AGRONOMIC BOARD Constituted by Act 20 of 1992	
Effective date:	15 March 2021	Compiled by: Manager: AD	Approved by: GM: AHD		Revision no.	03			

Note: Please ensure that before completing this application form, you are familiar with the content of the DOC/AMD/01_ Policy on Milling License Requirements and Condition. The application form must be accompanied by a non-refundable registration fee.

1. **Name of the Milling Facility**.....

2. **Postal Address**.....

3. **Physical address of the Milling Facility**.....

4. **Location/Town**.....

5. **Contact person**.....

6. **Email**.....**Tel**.....**Alt Email**.....

7. **Zone**

North Central	Karst	Kavango	Zambezi	Orange	Central	South
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8. **Type of milling establishment (choose one per application)**

<input type="checkbox"/>	White maize Mill
<input type="checkbox"/>	Yellow Maize Mill
<input type="checkbox"/>	Wheat Mill
<input type="checkbox"/>	Mahangu Mill

9. **Type of end product/ processed product (tick the correct product)**

White Maize	Brand Name(s)	Size of package (e.g. 5kg)
<input type="checkbox"/>	Super	
<input type="checkbox"/>	Special	
<input type="checkbox"/>	Sifted	
<input type="checkbox"/>	Unsifted	

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Wheat	Brand Name(s)	Size of packages (e.g. 5 kg)
<input type="checkbox"/> White Bread flour		
<input type="checkbox"/> Brown Bread flour		
<input type="checkbox"/> Cake flour		
<input type="checkbox"/> Self-rising flour		
<input type="checkbox"/> Ready Mix		
<input type="checkbox"/> Pre-Mix		

Mahangu	Brand Name(s)	Size of packages (e.g. 1kg)
<input type="checkbox"/> Fermented flour		
<input type="checkbox"/> Fermented meal		
<input type="checkbox"/> Unfermented flour		
<input type="checkbox"/> Unfermented meal		
<input type="checkbox"/> Unspecified flour		
<input type="checkbox"/> Unspecified meal		

10. Category of the Miller

Category	Tick			
Producer Miller	<input type="checkbox"/>	Irrigation _____ ha	Dry land _____ ha	Total _____ ha
Commercial Miller	<input type="checkbox"/>			
Seasonal miller	<input type="checkbox"/>			

Milling Capacity _____ ton/hour			
Grain Storage Capacity	Silo(s) _____ tons	Suitable shed _____ tons	Total _____ tons

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11. Type of technology employed

1. Hammer mill		9. Inlet auger	
2. Roller mill		10. Auger to bin	
3. Degerminator		11. Auger to mill	
4. Pre-cleaner		12. Mechanical packaging	
5. Dehuller		13. Scale (manual/electrical)	
6. Sifter		14. Bag stitching	
7. Conditional bin		15. Blowers	
8. Cleaning plant		16. Elevators	

12. Checklist of documents to be provided (tick).

Type of application	Tick
License Renewal (Refer to 12.1)	
New registration (Refer to 12.2)	
Scope expansion (Refer to 12.2)	
Change in physical address (Refer to 12.2)	

12.1 License Renewal Copies of the following documents to be submitted with application (tick if submitted).

Document Type	Tick
Valid Certificate of Good Standing issued by the Namibia Revenue Agency (NAMRA)	
Valid Certificate of Good Standing issued by Social Security Commission (SSC)	
Valid Fitness Certificate issued by the local authority or health certificate issued by the Ministry of Health and Social Services (MoHSS)	
Proof of conformity with the NAMS/SANS 10330 or ISO 22000 or FSSC 22000 (If applicable)	
Proof of payment for milling facility registration fees	

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12.2 NEW Registration Copies of the following documents to be submitted with application (*tick if submitted*).

Document Type	Tick
Milling equipment/ Envisaged processing technology	
Map/ Detailed route description to the milling facility	
A certified copy of the approval of the Trade Mark (Product Brand Names) or proof of application for the registration of the Trade mark (Product Brand Name) with the Registrar of Trade Marks (Business and Intellectual Property Authority (BIPA)).	
Product packaging label in compliance with the Trade Metrology Act, (Act 77 of 1973) as amended.	
Valid Certificate of Good Standing issued by the Social Security Commission (SSC)	
Valid Certificate of Good Standing issued by the Namibia Revenue Agency (NAMRA)	
Valid Fitness Certificate issued by the local authority, or health certificate issued by the Ministry of Health and Social Services (MoHSS)	
Proof of payment for milling facility registration fees	

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The NAB may require additional information from the applicant after assessing the application form. This document may be amended whenever deemed necessary and is accessible on the website www.nab.com.na.

Submitting this application, the applicant agrees:

- (a) Allows NAB inspection team access to the applicant facilities, information, and records
- (b) Keep the NAB informed on any changes to the particulars given herein
- (c) Pay fees associated with the milling registration activities
- (d) Provide NAB with copies of requested documents and records
- (e) Adhere to the milling license conditions contained in DOC/AMD/01-Policy on milling requirements and condition.

DECLARATION:

I _____ hereby declare that the information submitted in this application is true and correct and that I am duly authorized to sign this application form.

Capacity of the person signing the application form _____

Signature _____ Place _____ Date _____