



Republic of Kenya



Institution/Organization Name:

AFA-Miraa Pyrethrum and other Industrial Crops Directorate

PROCESS FOR REGISTRATION AND LICENSING OF A PYRETHRUM DEALER

Step	Event/Activity/Action	Time/ No. Of Days	Actor
1.	User Registration in AFA- IMIS	-	Applicant
2.	Application for Registration certificate	-	Applicant
3.	Receipt and review of the application	3	Regulation and Compliance Officer
4.	Vetting and evaluating of the application	3	Licensing committee
5.	Certificate deferment/approval	1	Director/Regulation and Compliance Department
6.	Printing of the certificate of registration online		Applicant
7.	Application for the license grant/renewal	-	Applicant
8.	Submission of returns for license (in case of renewal)	-	Applicant
9.	Receipt, review of the application and validation of returns and notification for inspection	7	Regulation and compliance Officer
10.	Visit the site for inspection	15	Crop inspector
11.	Vetting and evaluating of the application	10	MPICD Licensing Committee
12.	License deferment/approval	5	Director/Regulation and Compliance Department
13.	Printing of the license online	-	Applicant