LEGAL NOTICE NO. 73

THE ENVIRONMENTAL MANAGEMENT AND
CO-ORDINATION (CONTROLLED SUBSTANCES)
REGULATIONS, 2007

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THE ENVIRONMENTAL MANAGEMENT AND
CO-ORDINATION ACT, 1999
(No. 8 of 1999)

IN EXERCISE of the powers conferred by sections 56 and 147 of
the Environmental Management and Co-ordination Act, 1999, the
Minister for Environment and Natural Resources in consultation with
the relevant lead agencies makes the following Regulations:—

THE ENVIRONMENTAL MANAGEMENT AND
CO-ORDINATION (CONTROLLED SUBSTANCES)
REGULATIONS, 2007

PART I—PRELIMINARY PROVISIONS

1. These Regulations may be cited as the Environmental
Management and Co-ordination (Controlled Substances) Regulations,
2007.

2. In these Regulations, unless the context otherwise requires:
   'competent authority' means a competent authority on matters
   relating to controlled substances designated by an importing country;
   'consumption' means production including imports excluding
   exports of controlled substances;
   'controlled substances' means the controlled substances as set
   out in the First Schedule to these Regulations;
   'Material data safety sheet' includes written instructions given by
   a manufacturer on how to store, transport or handle controlled
   substances;
   'Ozone Secretariat' means the Secretariat for the 1985 Vienna
   Convention on the Protection of the Ozone Layer and the 1987
   Montreal Protocol on Substances that Deplete the Ozone Layer;
   'Prior Informed Consent' means such consent as may be given
   by the competent Authority before the importation or exportation of a
   controlled substance;
   'production' means amount of controlled substances produced
   minus the amount destroyed by approved technologies and minus the
   amount entirely used as feedstock in the manufacture of other
   chemicals and does not include recycled and reused amounts;
   'Secretariat to the Multilateral Fund' means the Secretariat for
   the Multilateral Fund for the Implementation of the Montreal Protocol
   as established in 1990.

PART II—CLASSIFICATION AND CONTROL MEASURES

3. (1) The Authority, shall, in consultation with the relevant
lead agency, prepare and submit to the Minister for approval, a list of controlled substances.

(2) The list to be prepared under this Regulation shall be divided into three groups as follows—

(a) group 1 of the list shall consist of partially halogenated flourochemicals with ozone depleting substances of less than 0.12 and defined as transitional substances;

(b) group 2 of the list shall consist of hydrobromofluorocarbons with ozone depleting substances estimated to vary from 0.1 to 1.00; and

(c) group 3 of the list shall consist of bromochloromethane with ozone depleting substances.

(3) The Minister may, on the advice of the Authority, in consultation with the relevant lead agency, ban or restrict the production or consumption of specified controlled substances by Order in the Gazette.

4. No person shall keep, sell or consign for transport a controlled substance unless—

(a) the controlled substance is in a container impervious to the controlled substance; and

(b) the container is sufficiently strong to prevent leakage arising from the ordinary risks of handling and transport.

5. (1) No controlled substance shall be supplied without a label on the container.

(2) Every label on a controlled substance container shall show—

(a) the name of the controlled substance or product;

(b) the name and address of the manufacturer of the controlled substance or product;

(c) the name of the country of origin of the controlled substance or product;

(d) the words 'Controlled Substance- Not ozone friendly';

(e) a symbol indicating that the substance or product is harmful to the ozone layer;

(f) the name of the seller and address of the premises on which it is sold if supplied on sale, other than wholesale; and

(g) the name and address of the supplier if supplied otherwise than on sale.

6. (1) No person shall store, distribute, transport or otherwise handle a controlled substance unless the controlled substance is accompanied by the material safety data sheet.

(2) Any person producing or importing a controlled substance shall at the time of production, packaging or importation, ensure that
the material safety data sheet accompanies the produced, packaged or imported controlled substance.

7. (1) Any person wishing to dispose of a controlled substance shall inform the Authority which shall ensure that the controlled substance is disposed of in an environmentally sound manner.

(2) The Authority shall liaise with the Ozone Secretariat in matters relating to the disposal of a controlled substance.

8. Any person who advertises any controlled substances shall ensure that the advertisement carries the words- 'Warning: contains chemicals, materials or substances that deplete or have potential to deplete the stratospheric ozone layer'.

PART III—LICENSING AND PERMIT PROVISIONS

9. (1) No person shall manufacture for sale a controlled substance unless the person has a valid licence issued by the Authority.

(2) An application for a licence to produce or manufacture a controlled substance shall be made to the Authority in the prescribed Form I set out in the Second Schedule to these Regulations and shall be accompanied by the prescribed fee.

(3) Upon the application for a licence under this Regulation, the Authority may grant the licence unconditionally, impose conditions on the licence or refuse to grant the licence.

(4) The licence under this Regulation shall be in the prescribed Form 6 set out in the Second Schedule.

10. (1) No person shall export a controlled substance unless such person has a valid licence issued by the Authority.

(2) An application to export a controlled substance shall be made to the Authority in the prescribed Form 4 set out in the Second Schedule to these Regulations and shall be accompanied by—

(a) a Prior Informed Consent issued by the competent Authority of the importing country; and

(b) the prescribed fee.

11. (1) No person shall import into Kenya a controlled substance unless such person has a valid licence issued by the Authority.

(2) The application shall be in the prescribed form and the applicant shall indicate the purpose for which the controlled substance is required.

(3) An application to import a controlled substance shall be made to the Authority in the prescribed Form 2 set out in the Second Schedule to these Regulations and shall be accompanied by the prescribed fee.

(4) Upon the application for a licence under this Regulation, the Authority may grant the licence unconditionally, impose conditions on the licence or refuse to grant the licence.
12. (1) Any person transporting through Kenya any controlled substance, that is not destined for use in Kenya shall—

(a) apply for approval to transport such controlled substance through Kenya; and

(b) ensure that the controlled substance is properly packaged and transported in accordance with these Regulations and International Standards.

(2) An application for approval to transport through Kenya a controlled substance shall be made to the Authority in the prescribed Form 3 as set out in the Second Schedule to these Regulations and shall be accompanied by—

(a) a copy of the Prior Informed Consent issued by the competent Authority of the importing country; and

(b) the prescribed deposit bond which shall be refundable.

13. (1) Where a person licensed to import or export any controlled substance wishes to import or export the controlled substance in different quantities and at different times, the person shall make an application for a permit for every importation or exportation that is to be made.

(2) An application for a permit to import or export a controlled substance in different quantities shall be in Form 5 in the Second Schedule to these Regulations and shall be accompanied by the prescribed fee.

(3) Any person issued with a permit to import or export a controlled substance shall submit a copy of the permit to the custom officials at the port of entry or exit.

(4) The customs official at the port of entry or exit shall verify that the controlled substance permitted to be imported or exported is in accordance with the conditions set out in the licence and permit.

14. (1) Upon the receipt of any application under these Regulations, the Authority shall screen the application for completeness and shall acknowledge receipt of the application within fourteen days.

(2) Where the application is not complete, the Authority shall inform the applicant and shall request the applicant to furnish the Authority with additional information.

(3) Where the application is for the importation of a controlled substance, the Authority shall prepare the Prior Informed Consent and submit the same to the competent authority of the exporting country.

(4) The Authority shall liaise with the relevant lead agencies in
determining the application and where the Authority is satisfied that the applicant meets the requirements set out, the Authority shall approve the application.

(5) Where the application does not meet the requirements set out, the Authority shall reject the application.

(6) A permit to import or export a controlled substance shall be in the prescribed Form 7 set out in the Second Schedule.

15. The Authority shall communicate its decision to the applicant, in writing, within forty-five (45) days of receipt of the application and shall state the reasons for such decision where the application has been rejected.

16. A licence issued under these Regulations, shall be valid for a period of one year from the date of issue and may be renewed on application.

17. The Authority may impose any conditions upon the licence it deems necessary for the compliance with these Regulations.

18. A licence issued under these Regulations shall relate only to the specific activity for which it was issued and shall not be transferable.

19. The Authority may suspend or revoke a licence where the licensee has contravened any of the conditions set out in the licence or any provisions of these Regulations.

20. The Authority may vary a licence or the conditions of the licence either upon the application of the licensee or on its own motion where new information is available to the Authority or to the licensee and the Authority is of the opinion that the information may affect the conditions imposed on the licence.

21. (1) The Authority shall establish and maintain a register in the manner prescribed in the Third Schedule to these Regulations.

(2) The register shall contain—

(a) information on every application received;
(b) information on every decision document;
(c) information on every licence issued;
(d) a record of controlled substances imported, exported, disposed of or in use in the country;
(e) a record of quantities of controlled substances imported, exported, disposed of or in use in the country;
(f) a record of returns made by licensees; and
(g) any other information that the Authority may deem necessary to preserve.

22. The Minister may on the advice of the Authority, in consultation with the relevant lead agencies Order in the Gazette that a

<table>
<thead>
<tr>
<th>Communication of decision and issue of licence.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Validity and renewal of licence.</td>
</tr>
<tr>
<td>Condition of Licence.</td>
</tr>
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<td>Licence not transferable.</td>
</tr>
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<td>Revocation or suspension of licence.</td>
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<tr>
<td>Variation of licence.</td>
</tr>
<tr>
<td>Maintenance of a register.</td>
</tr>
<tr>
<td>Exemptions.</td>
</tr>
</tbody>
</table>
23. (1) Where an imported controlled substance does not meet the specifications of the licensed controlled substance, the Authority shall require the licensee to—

(a) return the controlled substance to the country of origin at the cost of the licensee; or

(b) pay for the cost of disposal of the controlled substance by the Authority.

(2) The Authority shall revoke the licence of any person in contravention of a licence under subsection (1).

PART IV—MONITORING PROVISIONS

24. (1) The Authority shall in consultation with the relevant lead agencies, monitor the activities of the licensees to—

(a) determine effects of the controlled substances on human health and environment; and

(b) to ensure that the licensees comply with the provisions of these Regulations.

(2) In carrying out its monitoring role the Authority shall be responsible for—

(a) disposal of controlled substances;

(b) periodic reporting to the Ozone Secretariat and the Multilateral Fund Secretariat on the produced, imported, exported or consumed controlled substances;

(c) receiving returns from licensees;

(d) processing and forwarding Prior Informed Consent to the Competent Authority of the countries of importation;

(e) receiving Prior Informed Consent from the Competent Authority of the country of exportation or liaising with the competent Authority of the country of exportation to verify the Prior Informed Consent; and

(f) any other matters that the Authority may deem necessary for the effective implementation of these Regulations.

25. (1) Any licensee who imports or produces any controlled substances shall ensure that all persons who receive or buy such substances sign a declaration prescribed in the Fourth Schedule to these Regulations.

(2) Any licensee who supplies, sells or distributes any controlled substances shall keep a record of the declaration forms and submit the record to the licensing Authority after every six months.

26. (1) Every person licensed under these Regulations shall make and submit reports containing information relating to the licence,
activities undertaken under the licence and conditions imposed under the licence to the Authority after every six months or whenever the Authority may demand.

(2) The report shall be in the prescribed form set out in the Fifth Schedule to these Regulations.

PART V—MISCELLANEOUS PROVISIONS

27. (1) The Authority shall on or before 31st December of every year, publish a list of controlled substances in the Kenya Gazette. This list shall consist of—

(a) controlled substances that were imported in the year, together with their quantities;

(b) controlled substances that were exported in the year and their quantities;

(c) quantities of all controlled substances that were imported or exported in the year;

(d) all persons holding licences to import and export controlled substances and their annual permitted allocations of the controlled substances.

28. (1) Any person who contravenes any provision of these Regulations commits an offence and is liable on conviction to a fine not exceeding three hundred and fifty thousand shillings or to imprisonment for a term not exceeding eighteen months or to both such fine and imprisonment.

(2) In addition to any sentence that the Court may impose on a person convicted under subsection (1), the Court may direct that the person pays the full cost of disposal of the controlled substance by the Authority.

29. Any person may on application to the Authority and upon payment of the prescribed fee have access to any records submitted to the Authority under these Regulations.

30. Any person who is producing, importing, exporting or transporting through Kenya a controlled substance shall within two months of the commencement of these Regulations, comply with the provisions of these Regulations.
## FIRST SCHEDULE

**CLASSIFICATION OF SUBSTANCES**

<table>
<thead>
<tr>
<th>Item</th>
<th>Column I</th>
<th>Column II</th>
<th>Column III</th>
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<tr>
<td></td>
<td>Controlled Substances</td>
<td>Ozone Depleting Potential (ODP)</td>
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<td>ANNEX A</td>
<td>GROUP I</td>
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<td>Dichlorodifluoromethane</td>
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ANNEX C: GROUP I

Partially halogenated fluorochemicals (40 compounds including HCFC-21, HCFC-22, HCFC-123, HCFC-124, HCFC-141b, HCFC-142) all with ODPs of less than 0.12, are defined as transitional substances.

<table>
<thead>
<tr>
<th>Group I</th>
<th>Controlled Substance</th>
<th>Number of isomers</th>
<th>Ozone Depleting Potential (ODP)</th>
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<td>HCFC-123</td>
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<td>CHCl2CF3</td>
<td>HCFC-123**</td>
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<td>HCFC-124</td>
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<td>CHFClCF3</td>
<td>HCFC-124**</td>
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<td>CH3CFCl</td>
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<td>C2HFCl3</td>
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<td>C2HFCl</td>
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<td>C2HFCl</td>
<td>HCFC-244</td>
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<td>0.009-0.14</td>
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<td>C2HFCl</td>
<td>HCFC-251</td>
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<td>0.001-0.01</td>
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<tr>
<td>Group I</td>
<td>Controlled Substance</td>
<td>Number of Isomers</td>
<td>Ozone Depleting Potential (ODP)</td>
</tr>
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<td>-------------------------------</td>
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<tr>
<td>C₃H₄F₂Cl₂</td>
<td>HCFC-252</td>
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<td>0.005-0.04</td>
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<td>C₃H₄F₃Cl</td>
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<tr>
<td>C₃H₅F₂Cl</td>
<td>HCFC-262</td>
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<tr>
<td>C₃H₆FCl</td>
<td>HCFC-271</td>
<td>5</td>
<td>0.001-0.03</td>
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</tbody>
</table>

**GROUP II**

Hydrobromofluorocarbons (34 compounds with ODPs estimated to vary from around 0.1 up to 1.00)

<table>
<thead>
<tr>
<th>Group II</th>
<th>Controlled Substance</th>
<th>Number of Isomers</th>
<th>Ozone-Depleting Potential (ODP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH₂FBr₂</td>
<td>(HBFC-22B1)</td>
<td>1</td>
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<tr>
<td>CH₂FBr</td>
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<td>1</td>
<td>0.74</td>
</tr>
<tr>
<td>CH₃FBr</td>
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<td>1</td>
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</tr>
<tr>
<td>C₂H₂FBr₄</td>
<td></td>
<td>2</td>
<td>0.3-0.8</td>
</tr>
<tr>
<td>C₂H₂FBr₃</td>
<td></td>
<td>3</td>
<td>0.5-1.8</td>
</tr>
<tr>
<td>C₂H₂FBr₂</td>
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<td>3</td>
<td>0.4-1.6</td>
</tr>
<tr>
<td>C₂H₂FBr</td>
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<td>2</td>
<td>0.7-1.2</td>
</tr>
<tr>
<td>C₂H₂FBBr₃</td>
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<td>3</td>
<td>0.1-1.1</td>
</tr>
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<td>C₂H₂F₂Br₂</td>
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<td>4</td>
<td>0.2-1.5</td>
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<tr>
<td>C₂H₂F₂Br</td>
<td></td>
<td>3</td>
<td>0.7-1.6</td>
</tr>
<tr>
<td>C₂H₂FBBr₂</td>
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<td>0.1-1.7</td>
</tr>
<tr>
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<td>0.2-1.1</td>
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<tr>
<td>C₂H₂FBr</td>
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<td>0.07-0.1</td>
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<td>C₂H₂FBBr₆</td>
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<td>5</td>
<td>0.3-1.5</td>
</tr>
<tr>
<td>C₂H₂FBBr₅</td>
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<td>C₂H₂FBBr₄</td>
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<td>12</td>
<td>0.3-1.8</td>
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<tr>
<td>C₂H₂FBBr₃</td>
<td></td>
<td>12</td>
<td>0.5-2.2</td>
</tr>
<tr>
<td>C₂H₂FBBr₂</td>
<td></td>
<td>9</td>
<td>0.9-2.0</td>
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<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>5</td>
<td>0.7-3.3</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>9</td>
<td>0.1-1.9</td>
</tr>
<tr>
<td>C₂H₂FBBr₄</td>
<td></td>
<td>16</td>
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<td>C₂H₂FBBr₃</td>
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<td>18</td>
<td>0.2-5.6</td>
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<tr>
<td>C₂H₂FBBr₂</td>
<td></td>
<td>16</td>
<td>0.3-7.5</td>
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<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>8</td>
<td>0.9-14.0</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>12</td>
<td>0.08-1.9</td>
</tr>
<tr>
<td>C₂H₂FBBr₃</td>
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<td>18</td>
<td>0.1-3.1</td>
</tr>
<tr>
<td>C₂H₂FBBr₂</td>
<td></td>
<td>18</td>
<td>0.1-2.5</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>12</td>
<td>0.3-4.4</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>12</td>
<td>0.03-0.3</td>
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<td>C₂H₂FBBr</td>
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<td>16</td>
<td>0.1-1.0</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>12</td>
<td>0.07-0.8</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>9</td>
<td>0.04-0.4</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>9</td>
<td>0.07-0.8</td>
</tr>
<tr>
<td>C₂H₂FBBr</td>
<td></td>
<td>5</td>
<td>0.02-0.7</td>
</tr>
</tbody>
</table>
*Where a range of ODPs is indicated, the highest value in that range shall be used for the purposes of these Regulations. The ODPs listed as a single value have been determined from calculations based on laboratory measurements. Those listed as a range are based on estimates and are less certain. The range pertains to an isomeric group. The upper value is the estimate of the ODP of the isomer with the highest ODP, and the lower value is the estimate of the ODP of the isomer with the lowest ODP.

** Identifies the most commercially viable substances with ODP values listed against them to be used for the purposes of these Regulations.

ANNEX D*

PRODUCTS** CONTAINING CONTROLLED SUBSTANCES

Products**
1. Automobile and truck air conditioning units (whether incorporated in vehicles or not)
2. Domestic and commercial refrigeration and air conditioning/heat pump equipment***
   e.g. Refrigerators
   Freezers
   Dehumidifiers
   Water coolers
   Ice machines
   Air conditioning and heat pump units
3. Aerosol products, except medical aerosols
4. Portable fire extinguisher
5. Insulation boards, panels and pipe covers
6. Pre-polymers

* This Annex was adopted by the Third Meeting of the Parties in Nairobi, 21st June 1991 as required by paragraph 3 of Article 4 of the Protocol.

** Though not when transported in consignments of personal or household effects or in similar non-commercial situations normally exempted from customs attention.

***When containing controlled substances in Annex A as a refrigerant and/or in insulating material of the product.

ANNEX E

<table>
<thead>
<tr>
<th>Group</th>
<th>Controlled Substance</th>
<th>Ozone-Depleting Potential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CH₃Br</td>
<td>Methyl bromide</td>
<td>0.6</td>
</tr>
</tbody>
</table>
SECOND SCHEDULE

FORM 1

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT

(No. 8 of 1999)

Application Reference No. .......................

(r. 9 (2))

APPLICATION FOR LICENCE TO PRODUCE CONTROLLED SUBSTANCES

Name of Applicant: ..................................................

Person Authorized to act on behalf of Applicant: (Name and Title) .............................................

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

Contact Person: (Name and Title) .................................................................

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

National Identification Card /Passport No: ..........................................................

Contacts Person's Physical and Postal Address: (Business) .................................

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

Contacts Person’s Physical and Postal Address: (Residential) .................................

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

Company Name: .............................................................................................

Physical Address: ...........................................................................................

Postal Address: .................................................................................................

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

Main Business Activity: ....................................................................................

Tell/Fax/Email contacts: ..................................................................................

Registration Certificate No.: ..........................................................................

PIN number: .................................................................................................

hereby applies for a licence to produce the following types of controlled substances.
<table>
<thead>
<tr>
<th>Type of Controlled Substances</th>
<th>Quantity to be produced (Kgs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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<td>2.</td>
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<td>3.</td>
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<td>4.</td>
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<tr>
<td>5.</td>
<td></td>
</tr>
</tbody>
</table>

I declare that the information provided in this application is correct and accurate, and that the applicant undertakes to produce the controlled substance in compliance with the provisions of these Regulations.

Date: .................................................... 20

Name: .............................................. Signature: ......................................

Witness: .................................................................

Address: .................................................................

Occupation: .................................................................

OFFICIAL USE ONLY:

Date Received: .................................................................

Amount Paid: .................................................................

Receipt No.: .................................................................

Signature: .................................................................

Official Stamp: .................................................................

Accepted/ Rejected: .................................................................

Reason(s) for rejection: .................................................................

Complaint against decision should be addressed to the Tribunal and submitted not later than: .................................................................

Date: .................................................................

(Name and Signature of duly authorized officer)
FORM 2

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT

(No. 8 of 1999)

Application Reference No. ............................................

(r. 11 (3))

APPLICATION FOR LICENCE TO IMPORT CONTROLLED SUBSTANCES

Name of Applicant...........................................................

Person Authorized to act on behalf of Applicant (Name and Title) .....................

Contact Person (Name and Title) ..........................................

National Identification Card /Passport No. ..................................

Contacts: Person’s Physical and Postal Address (Business) ..............................

Contacts: Person’s Physical and Postal Address: (Residential) .........................

Company Name................................................................

Physical Address ..........................................................

Postal Address ............................................................

Main Business Activity ..................................................

Tel/Fax/Email contacts ....................................................

Registration Certificate No. .............................................

PIN ..............................................................................

hereby applies for a licence to import the following controlled substances.
<table>
<thead>
<tr>
<th>Type of Controlled Substances</th>
<th>Quantity to be Produced (Kgs)</th>
<th>Country of Origin</th>
<th>Name and Address of Licensee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2</td>
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<td></td>
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<tr>
<td>6</td>
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<td></td>
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<tr>
<td>7</td>
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</tr>
</tbody>
</table>

I declare that the information provided in this application is correct and accurate, and that the applicant undertakes to import the controlled substance in compliance with the provisions of these Regulations.

Date ............................................................. 20..................  
Name ........................................ Signature ..................................  
Witness ..........................................................  
Address ........................................................................  
Occupation ..................................................................  
Official Use Only:  
Date Received ........................................................................  
Amount Paid ........................................................................  
Receipt No.................................................................  
Prior Informed Consent (PIC) Issued: Yes/No  
PIC Number: ........................................................................  
Date of Issue: ......................................................................  
Signature: ...........................................................................  
Official Stamp ....................................................................  
Accepted/ Rejected  
Reason(s) for rejection:  
.................................................................................................  
.................................................................................................  
.................................................................................................
FORM 3
THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)
(r. 12 (2))

Application Form No. ............

APPLICATION TO TRANSPORT CONTROLLED SUBSTANCES THROUGH KENYA

1. Exporter Registration No. ..............................................
   Name: ..........................................................................
   Address: .....................................................................
   Contact Person: ...........................................................
   Telephone: ................................................................. Fax: ....................................................
   E-mail: ........................................................................

2. Importer Registration No. ..............................................
   Name: ..........................................................................
   Address: .....................................................................
   Contact Person: ...........................................................
   Telephone: ................................................................. Fax: ....................................................
   E-mail: ........................................................................

3. Classification and qualities of Controlled Substances to be transported

<table>
<thead>
<tr>
<th>Class</th>
<th>Quantities in Kgs/Litres</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
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<tr>
<td>2</td>
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<tr>
<td>9</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>
4. Intended period of time for transport:
   Expected entry date: .................................................................
   Expected exit date: .................................................................

5. Description of packaging type(s)
   ....................................................................................................
   ....................................................................................................
   ....................................................................................................

6. Intended carrier(s) Registration No.
   Name .............................................................................................
   Address ...........................................................................................
   Contact Person ..................................................................................
   Telephone ............................................ Fax: ..........................................
   Means of transport ............................................................................

7. Written Prior Informed Consent (PIC) from relevant Competent Authority of
country of import:
   Has consent been given? YES _ NO _
   If YES, attach a copy of the PIC
   I/We ................................................................. hereby confirm that the
above information and particulars is true and correct.

Signature and stamp.................................................................

Date: .............................................................................................
APPLICATION FOR LICENCE TO EXPORT CONTROLLED SUBSTANCES

Name of Applicant: ........................................................................................................
Person Authorized to act on behalf of Applicant (Name and Title) ..........................

Contact Person (Name and Title)
........................................................................................................................................

National Identification Card/Passport No: .................................................................

Contacts: Person’s Physical and Postal Address: (Business) .................................
........................................................................................................................................

Contacts: Person’s Physical and Postal Address: (Residential) ..............................
........................................................................................................................................

Company Name ...........................................................................................................
Physical Address: .........................................................................................................
Postal Address: .............................................................................................................
Main Business Activity: ...............................................................................................
Tel/Fax/Email contacts: .................................................................................................
Registration Certificate No: ....................................................................................... 
PIN .................................................................................................................................

hereby applies for a licence to export the following types of controlled substances.
I declare that the information provided in this application is correct and accurate, and that the applicant undertakes to export the controlled substance in compliance with the provisions of these Regulations.

Date .......................................................... 20 ..................
Name ......................................................... Signature ......................
Witness ..............................................................................
Address .............................................................................
Occupation: ........................................................................

Official Use Only:
Prior Informed Consent Received: YES/NO
Date Received ..............................................................
PIN: ...................................................................................
Amount Paid ........................................................................
Receipt No .................................................................
Signature ............................................................................
Official Stamp .....................................................................

Accepted/Rejected
Reason(s) for rejection:
..................................................................................
..................................................................................
..................................................................................
..................................................................................
FORM 5

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

Application Ref. No. ...........................................

APPLICATION FOR PERMIT TO IMPORT/EXPORT CONTROLLED SUBSTANCES

Name of Applicant: ...........................................................................................................

Licence Number: ....................... Control Period: ...........................................

Quantity licensed to be Imported/Exported: ...............................................................

Person Authorized to act on behalf of Applicant (Name and Title): ..........................

Contact Person (Name and Title): ..............................................................................

National Identification Card/Passport Number: .........................................................

Company Name: ........................................................................................................

Physical Address: .......................................................................................................

Postal Address: ..........................................................................................................  

Main Business Activity: .............................................................................................

Telephone/Fax/E-mail contacts: ....................................................................................  

Registration Certificate Number: ................................................................................ 

Personal Identification Number (PIN): .........................................................................

hereby applies for a permit to import/export the following controlled substances.

<table>
<thead>
<tr>
<th>Class/Type of Controlled Substance</th>
<th>Trade Name</th>
<th>Quantity (Kg) to be imported/exported</th>
<th>Balance of Quantity to be imported/exported</th>
<th>Country of origin/destination</th>
<th>Name and address of importer/exporter</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
I declare that the information provided in this application is correct and accurate, and that the applicant undertakes to import/export the controlled substance in compliance with the provisions of these Regulations.

Date: ................................................................. 20 ..............
Name: ........................................ Signature: ..............................
Witness: ........................................................................................
Address: ........................................................................................
Occupation: .....................................................................................
OFFICIAL USE ONLY:
Date Received: ................................................................................
Amount Paid: ...................................................................................
Receipt No. ......................................................................................
Signature: ......................................................................................
Official Stamp: ................................................................................
Accepted/Rejected: .........................................................................
Reason(s) for rejection: ....................................................................
.................................................................................................
FORM 6

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

(r 9 (4))

LICENCE TO PRODUCE CONTROLLED SUBSTANCES

................................................................................................................. is hereby licensed to produce
the following controlled substance(s) for the period running from
..............................................................................................................................
List of controlled substances:

<table>
<thead>
<tr>
<th>Type of Controlled Substances</th>
<th>Quantity to be Produced (Kgs)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Conditions attached to this licence:

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

Date: ..........................................................................................................

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

DIRECTOR GENERAL
NATIONAL ENVIRONMENT MANAGEMENT AUTHORITY

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

SEAL
FORM 7
THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)
(r 14(6))

PERMIT TO IMPORT/EXPORT CONTROLLED SUBSTANCES

is hereby permitted to import/export the following shipment of controlled substance(s):

<table>
<thead>
<tr>
<th>Licence No.</th>
<th>Type of Controlled Substance</th>
<th>Trade Name</th>
<th>Approved/Licensed Quantity (Kgs)</th>
<th>Quantity Previously Imported/Exported</th>
<th>Quantity to be Imported/Exported</th>
<th>Balance of Quantity to be Imported/Exported</th>
<th>Country of origin/destination</th>
<th>Name and address of importer/exporter</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Conditions attached to this Permit:

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

Date: ........................................................................

.................................................................
DIRECTOR GENERAL
NATIONAL ENVIRONMENT MANAGEMENT AUTHORITY

.................................................................
SEAL
FORM A

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

REGISTER OF LICENCE APPLICATIONS RECEIVED

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Application No.</th>
<th>Date Received</th>
<th>Type/Class of Controlled Substance to be imported/exported</th>
<th>Trade Name</th>
<th>Activity to be licensed</th>
<th>Quantity to be Imported/Exported (Kgs)</th>
<th>Contact Address of Importer/Exporter</th>
<th>Country of Origin/Destination</th>
<th>Decision of NEMA</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
## FORM B

### THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT

(No. 8 of 1999)

(re. 21)

### REGISTER OF LICENCES ISSUED

<table>
<thead>
<tr>
<th>Licence No.</th>
<th>Name of Licence</th>
<th>Date of Issue</th>
<th>Type/Class of Controlled Substance to be imported/exported</th>
<th>Trade Name</th>
<th>Activity licensed Import/Export</th>
<th>Quantity to be Imported/Exported (Kgs)</th>
<th>Contact Address of Licensee</th>
<th>Country of Origin/Destination</th>
<th>Conditions attached to the Licence</th>
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Kenya Subsidiary Legislation, 2007

1225
REGISTER OF PERMITS ISSUED

<table>
<thead>
<tr>
<th>Permit No.</th>
<th>Licence No.</th>
<th>Name of Person Issued with the Permit</th>
<th>Date of Issue</th>
<th>Type/Class of Controlled Substance to be imported/exported</th>
<th>Trade Name</th>
<th>Activity Permitted, Import/Export</th>
<th>Quantity to be Imported/Exported (Kgs.)</th>
<th>Contact Address of Licensee</th>
<th>Country of Origin/Destination</th>
<th>Conditions Attached to the Permit</th>
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FORM D

THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

THIRD SCHEDULE

(Ref. 21)

REGISTER OF CONTROLLED SUBSTANCES IMPORTED, EXPORTED OR DISPOSED AND THEIR QUANTITIES

<table>
<thead>
<tr>
<th>Type/Class of Controlled Substance to be imported/Exported/Disposition</th>
<th>Trade Name</th>
<th>Date of Importation/Exportation/Disposal</th>
<th>Quantity to be Imported/Exported/Disposed (Kgs)</th>
<th>Country of Origin/Destination/Disposal</th>
<th>Contact Address of Importer/Exporter or Disposer</th>
<th>Quantity of the Controlled Substance in use in the country (Kgs)</th>
<th>NEMA Remarks</th>
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</table>
THE ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

THIRD SCHEDULE

(REG. 22)

REGISTER OF RETURNS MADE BY LICENCEES

<table>
<thead>
<tr>
<th>Name of Licencee</th>
<th>Contact Address of Licencee</th>
<th>Licence No.</th>
<th>Type/Class of Controlled Substance to be imported/exported</th>
<th>Trade Name</th>
<th>Actual Date of Import/Export</th>
<th>Quantity Imported/Exported (Kgs)</th>
<th>Other Depleting Potential (ODP)</th>
<th>Calculated Level of Import/Export</th>
<th>Quantity of the Controlled Substance in use in the country</th>
<th>Date of Control</th>
<th>Name and Address of Recipients of the Controlled Substance(s)</th>
</tr>
</thead>
</table>
FOURTH SCHEDULE

THE ENVIRONMENTAL MANAGEMENT AND COORDINATION ACT
(No. 8 of 1999)

Declaration No. ...........................................................

DECLARATION BY THE RECIPIENT/BUYER OF CONTROLLED SUBSTANCE(S)

Information concerning the vendor/supplier:

Name of Vendor/Supplier: ..............................................................
PIN Number: ............................................. Telephone: ......................
Licence Number: ..........................................................
Address: ........................................................................

Information concerning the Buyer/Recipient

Contact person (Name and Title): ..............................................

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

National Identification Card/Passport Number: ..........................
Contact person’s physical and postal address: (Residential) ..........

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

Company Name: ..........................................................
Physical address: ..........................................................
Postal address: ..........................................................
Main business activity: ......................................................
Telephone/Fax/E-mail contacts: ...............................................
Registration Certificate Number: ..........................................
PIN: ........................................................................
I undertake not to sell or otherwise supply any of the quantity of the controlled substances received to any person who has not signed a declaration in this format.

I also undertake to use all of the controlled substances received for the purpose set out in the declaration but not for any other purpose.

I declare that the information provided in this declaration is correct to the best of my knowledge and belief.

Designation: ........................................... Signature: ....................................
Company: ........................................... Address: ......................................
Occupation: ........................................................................................................
Witness: ........................................... Signature: ......................................

Official Use Only:
Date Received: ...........................................
Amount paid: ...........................................
Receipt No. ............................................
Licence No. ............................................

Signature: .............................................

Official Stamp: .......................................
REPORT ON THE IMPORTATION/EXPORTATION OF CONTROLLED SUBSTANCES

Name of Licensee: ..............................................................
Application Number: ..........................................................
Licence Number: ..............................................................
Name of Licensing Officer: ....................................................
Contact Person (Name and Title) ...........................................
National Identification Card/Passport Number: ...........................
Contact Person’s Physical and Postal Address: ............................

Company Name: ..............................................................
Physical Address: ................................................................
Postal Address: ..............................................................
Main Business Activity: ....................................................... 
Telephone/Fax/E-mail Contacts: ................................................
Registration Certificate Number: ............................................
Personal Identification Number: ..............................................

hereby submits a report on the importation/exportation of the following controlled substances

<table>
<thead>
<tr>
<th>Class/Type of Controlled Substance</th>
<th>Trade Name</th>
<th>Quantity (Kg) licensed to be imported/exported</th>
<th>Date of import/export</th>
<th>Quantity imported/exported</th>
<th>Balance to be imported/exported</th>
<th>Country of origin/destination</th>
<th>Name and address of importer/exporter</th>
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</table>
Use(s) of the Controlled Substance Imported/Exported:

(a) ..........................................................................................
(b) ..........................................................................................
(c) ..........................................................................................
(d) ..........................................................................................

Date of Clearance: ...........................................................................

I declare that the information provided in this report is correct and accurate to the best of my knowledge and belief.

.................................................................  ........................................
Date                                  Name                           Signature

Designation: ..................................................
Company: ..........................................................
Address: ..........................................................
Occupation: .....................................................

Official Use Only

Date Received: ..........................................................
Amount Paid: ..........................................................
Receipt Number: ..................................................

Signature: ...........................................................................

Official Stamp: ................................................................
SIXTH SCHEDULE

ENVIRONMENTAL MANAGEMENT AND CO-ORDINATION ACT
(No. 8 of 1999)

(r 9(2), 10 (2), 11 (3), 12 (2)(b), 13(2), 30)

FEES

The fees chargeable under these Regulations shall be as specified hereunder and shall be non-refundable except as indicated.

(a) Application for a licence to produce controlled substances…… KSh.15,000

(b) Application for a licence to import a controlled substance…….. KSh.15,000

(c) Deposit bond - 15% of Cost, Insurance and Freight value (CIF) (Refundable)

(d) Application to export a controlled substance.......................... KSh.7,500

(e) Application for a permit to export or import a controlled substance...KShs.1,500

(f) Inspection of records ............................................................. KShs.200

Made on the 10th April, 2007.

KIVUTHA KIBWANA,
Minister for Environment and Natural Resources.