

Food and Food Standards (Inspection and Certification)  
Regulations, 2015

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ARRANGEMENT OF SECTIONS

*Section*

1. Title.
2. Interpretation.
3. Inspection and certification of food business premises.
4. Periodic inspections.
5. Operation of premises.
6. Sanitary certificate for food.
7. Records and annual reports.
8. Safety and quality rating of premises.
9. Water quality monitoring.
10. Offences.

FIRST SCHEDULE: General requirements of food premises.

SECOND SCHEDULE: Forms.

THIRD SCHEDULE: Rating of premises.

IT is hereby notified that the Minister of Health and Child Care has, in terms of section 27 of the Food and Food Standards Act [*Chapter 15:04*], made the following regulations:—

*Title*

1. These regulations may be cited as the Food and Food Standards (Inspection and Certification) Regulations, 2015.

*Interpretation*

2. In these regulations—

“competent authority” means an appropriate government institution or local authority authorised to carry out any function referred to in these regulations;

“FAO” means the Food and Agricultural Organisation, an agency of the United Nations;

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- “food inspector” means Director of Environmental Health, an Environmental Health Officer from the Ministry of Health or local authority or other health official who has been appointed by the Minister as a food inspector;
- “form” means a form prescribed in the Second Schedule;
- “FSAB” means the Food Standards Advisory Board;
- “GAP” means the Food and Agricultural Organisation of the United Nations Good Agricultural Practice or any equivalent practices that may be set in Zimbabwe;
- “GHP” means the *FAO/WHO Codex Alimentarius Code of Hygienic Practices* or any equivalent practices that may be set in Zimbabwe;
- “GMO” means Genetically Modified Organism;
- “GMP” means Good Manufacturing Practice set by the *FAO/WHO Codex Alimentarius Code of Hygienic Practices* or any equivalent practices that may be set in Zimbabwe;
- “HACCP” means the *FAO/WHO Codex Guidelines for the Application of the Hazard Analysis Critical Control Point system*;
- “ISO” means the International Organisation for Standardisation;
- “Local Health Authority Food Inspector” An environmental Health Officer or other health officer from a local authority appointed by the Minister as a food Inspector;
- “premises” means the premises used for the sale, manufacture, production, processing or treatment of foods;
- “sanitary certificate” means the sanitary certificate issued in terms of section 4 and section 6;
- “Secretary” means the Secretary for Health and Child Care;
- “WHO” means the World Health Organisation, an agency of the United Nations.

*Inspection and certification of food business premises*

3. (1) No person shall operate premises in Zimbabwe for the sale, manufacture, production, processing or treatment of foods without a sanitary certificate for the premises issued in terms of these regulations. This inspection and certification shall also apply to food businesses for the purpose of importation and exportation of food.

(2) The minimum requirements for the certification of premises are set out in the First Schedule.

(3) An application for the inspection of premises for the purpose of certification shall be in form FFS. IC. 1 and the sanitary certificate for premises issued by the Food Inspector shall be in form FFS. IC. 2 specified in the Second Schedule and shall be lodged with the Food Inspector or Local Health authority Food Inspector.

(4) An application referred to in subsection (3) shall be accompanied by any other certificate, licence or inspection report in respect of the premises issued by any other competent authority in terms of any other law.

(5) On receipt of an application in terms of subsection (3), an inspector shall carry out an inspection within thirty days of the receipt of the application.

(6) If the food inspector is satisfied that the premises comply with the requirements set out in the First Schedule, he or she shall issue the sanitary certificate to applicant.

(7) A sanitary certificate shall be issued within thirty days of the inspection.

*Periodic inspections*

4. (1) Premises shall be subject to—

- (a) annual inspection and certification; and
- (b) such periodic inspections, without prior notice, as the Secretary may in his or her discretion determine.

(2) An inspector may, after thirty days written notice to the owner or occupier of premises to remedy any failure to comply with

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these regulations, recommend the cancellation of a sanitary certificate if the premises do not comply with the requirements of these regulations and, in the event of the cancellation of a certificate, the premises shall not be operated for the purpose for which they had been certified until appropriate measures to comply have been taken.

*Operation of premises*

5. Premises must at all times comply with these regulations and any other law in terms of which any other certificate, licence or inspection report referred to in section 3(4) has been issued.

*Sanitary certificate for food*

6. (1) A food sanitary certificate may, on application therefore by the producer, manufacturer, processor, importer or exporter thereof, in respect of any, be issued by the Secretary on the recommendation of the Food Standards Advisory Board, subject to inspection and analysis in terms of the Act or any other relevant law.

(2) An application for a food sanitary certificate in terms of this section shall be in form FFS.IC. 1 and the food sanitary certificate shall be in form FFS.IC. 3 set out in the Second Schedule.

(3) The following documents shall be required for certification of a food product—

- (a) satisfactory laboratory analysis certificate from Government Analyst Laboratory or any other designated official laboratory; and
- (b) a factory inspection certificate FFS IC 2; and
- (c) a satisfactory sanitary report from, an Environmental Health Officer appointed as an official food inspector, Local Health Authority Food Inspector or any other official Food Inspector. This report must show that appropriate technological food manufacturing processes are present and followed in the production of the respective food product(s).

*Records and annual reports*

7. (1) The FSAB or any other person or authority designated by the Minister shall compile and keep a register of—

- (a) sanitary certificates issued in terms of these regulations and the premises to which they relate;
- (b) certified food products manufactured in Zimbabwe;
- (c) sanitary certificates issued in respect of imported foods and the foods to which they relate.

(2) The register shall also contain information from certificates, licences or inspection reports referred to in section 3(4).

(3) The FSAB shall compile an annual report of inspection of premises carried out in terms of these regulations and from inspection reports of other competent authorities which are relevant food and food standards.

#### *Safety and quality rating of premises*

8. (1) The safety and quality rating system specified in the Third Schedule shall apply to premises and the rating signified by stars in designated colours shall be affixed prominently at the premises.

(2) The safety and quality rating of premises shall be recorded on the Sanitary Certificate issued in respect of the premises which shall also be displayed prominently at the premises.

(3) A rating of premises may be removed or reduced if the premises cease to meet the safety quality rating in accordance with the minimum requirements set out in the Third Schedule.

#### *Water quality monitoring*

9. (1) The Secretary shall, for the purposes of these regulations, monitor the quality and safety of water and ascertain the status of drinking water in any area and, for that purpose, direct local authority, environmental or other health officers or inspectors to collect and submit to the Government Analyst Laboratory for analysis, according to a specified regular schedule, water samples from communal boreholes and distribution systems.

(2) Every producer, manufacturer or processor of food must ensure that any water used in the production, manufacture or processing of any food at their premises meets the safety and quality standards prescribed in the WHO Guidelines for drinking water or any standards as may be set in Zimbabwe.

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(3) Any water drawn from any public water supply system of any local authority shall be subject to further treatment before use in processing or manufacture of food.

*Offences*

10. Any person who—

- (a) contravenes section 4; or
- (b) provides false information in connection with these regulations;

shall be guilty of an offence and liable to a fine not exceeding level 5 or to imprisonment for a period not exceeding six months or to both such fine and such imprisonment.

FIRST SCHEDULE (*Section 3*)

**GENERAL REQUIREMENTS OF FOOD PREMISES**

PART I

**PREMISES IN GENERAL**

1. The water supply of the Council or a water supply approved by the Director of Health Services to be provided within the premises.
2. Lighting and ventilation to be provided in the premises in accordance with the provisions of the model building by-laws.
3. The floors of every room in which food is to be handled to be constructed of cement concrete or other approved impervious material, brought to a smooth finish.
4. The floors of the premises, to be sufficiently graded and drained to a gully connected to the drainage system.
5. The walls of every room in which food is to be handled, to be constructed of brick concrete or other approved material and the internal surface of every such wall to be finished to the satisfaction of the Director of Health Services.
6. All junctions between walls and floors in rooms where food is to be handled properly covered.
7. Every room in which food is to be handled to be provided with a ceiling or other approved means of preventing entry into the room of dust from above.
8. Adequate storage facilities to be provided by means of glazed show cases, cabinets or other approved facilities for the protection of open food from the risk of contamination by dirty dust or flies or in any other manner.

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9. Adequate storage facilities to be provided by means of refrigerators, refrigerator counters or refrigerated rooms for perishable food which shall be capable of being maintained at a temperature not exceeding seven degrees Celsius.
10. Adequate storage facilities to be provided by means of storerooms or other approved vermin and rodent proof facilities for bulk food.
11. At least one wash hand basin with a piped supply of hot and cold water connected thereto to be provided within the premises in a position conveniently accessible for all persons engaged in the handling of food.
12. At least one deep bowl sink in moulded (not joined) stainless steel and with a piped supply of hot and cold water connected thereto to be provided within the kitchen for the washing of all equipment used in the handling of food.
13. All tables, equipment and furniture in or upon which food is to be handled to be of approved impervious material.
14. Approved sanitary accommodation to be provided for the exclusive use of persons employed on the premises, such accommodation to form an integral part of the building which accommodates the business and to be entered from within the building.
15. Approved facilities to be provided for the storage of employees' clothing.
16. A sufficient yard paved throughout to be available for the use on the premises and direct access to be provided from the premises to such yard.
17. A platform constructed of concrete or other impervious material for the placing of refuse bins to be provided in an approved positions in the yard.
18. A platform constructed of concrete or other impervious material for the placing of refuse bins to be provided in an approved position in the yard, such platform to be roofed, graded and drained to a gully connected to the drainage system and provided with a piped water supply.
19. All food handlers to be medically examined on engagement and annually thereafter.
20. The above represent the basic minimum hygienic requirements. Inspectors must also check if the above are certified by GMP certifying body e.g SAZ.
21. The inspector shall also check if there are any certified QC programs such as ISO and HACCP.

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**PART II**

**SPECIFIC PREMISES**

*Restaurants, take-aways and tearooms.*

22. At least one double bowl sink with draining boards in moulded (not jointed) stainless steel and with a piped supply of hot and cold water connected thereto to be provided within the premises for the washing of all equipment and utensils used in the consumption of food.
23. At least one deep bowl sink in moulded (not jointed) stainless steel and with a piped supply of hot and cold water connected thereto to be provided within the premises for the cleaning and preparation of food.
24. Kitchen accommodation which may include washing up areas; to be provided with a floor area of not less than one third of the floor area of the dining room.
25. Kitchen accommodation to be provided which contains approved facilities for the cleaning cooking and handling of food.
26. A separate area of not less than five square meters to be provided for the preparation of beverages and foodstuffs.
27. Approved sanitary accommodation to be provided for the use by patrons of the restaurant.
28. Provide grease interceptor.

*Hotels*

29. Bathrooms and wash hand basins with a piped supply of hot and cold water connected thereto to be provided for residents in the proportion of one bath and one basin for every six residents or part thereof and with a minimum of one bathroom for each sex, clearly marked as being for the use of either men or women.
30. Approved sanitary accommodation to be provided for residents in rooms separate from the bathrooms and with a minimum of one water closet for each sex, clearly marked as being for the use of either men or women.
31. Provide grease interceptor.

*Butcheries*

32. A thermostatically controlled refrigerated room to be provided within the premises with a capacity of not less than six cubic meters and fitted with hanging rails and shelving or racks of non-corrodible material.



33. Serving counters to be provided of approved impervious material supported on a solid impervious pedestal or so constructed as to afford a clear view from the front to the back of the counter.
34. Provide grease interceptor.

*Bakeries*

35. Approved dough-making machines to be provided for the mixing of dough or batter.
36. Provide grease interceptor.
37. Approved facilities to be provided for the washing and sterilizing of all bottles, siphons, vessels and other containers used in the handling of food and drink.
38. All work to be carried out in conformity with local Council's Building By-laws, details of which can be obtained from the town architects.
39. Provide grease interceptor.

*Factories*

40. Inspectors should verify that the food manufacturing process exists as claimed. For example if a manufacturer is producing a beer, the presence of a brewing plant must be verified. If it is a distillation process, should be verified.

SECOND SCHEDULE (*Section 2*)

FORMS

Form FFS.IC 1

Food and Food Standards Act [*Chapter 15:04*]

APPLICATION FOR SANITARY CERTIFICATES

*Instructions for completion of this form.*

- Attach annexes cited in sections 19, 21 and 22 of this form.
- Do not leave any questions unanswered. Where necessary, indicate: "Not Applicable".
- Upon completion the form and annexes shall be submitted to—

The Secretary  
FSAB  
Cnr. Mazowe Street/Josiah Tongogara Avenue  
Harare.

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***Part 1: To be filled by both premise and food sanitary certificate applicants***

1. Name of importer/exporter/manufacturer: .....
2. Address of importer/exporter: .....
3. Physical address of manufacturer:.....  
.....
4. Telephone/cell phone/fax of applicant: .....
5. e-mail of applicant:.....
6. Company registration number: .....
7. Consignee: Name and physical address of intended recipient of consignment  
at time of issue of certificate: .....

***Part 2: To be filled by applicants for food product sanitary certificate only***

8. Expected border post: Name of port of entry or, in case of transiting goods,  
port of exit. If Available its UN/LOCODE (UN codes for trade and transport  
locations): .....
9. Country of origin: In which finished products were produced, manufactured  
or packaged: .....
10. For transit, name of country of destination: .....
11. Place of loading: Where goods were loaded for transportation: .....
12. Means of transport: Ship rail include flight number vehicle number plates:  
.....
13. Identification of container/seal number: .....
14. Conditions of transport: Temperature, etc.: .....
15. Total number of packages of each product in the consignment: .....
16. Total quantity: Net weight of consignment. Identity details: .....
17. Name of food product (Nature of food, intended purpose, lot identifier,  
packaging : .....
18. Net weight:.....
19. Was the product analysed for suitability for human consumption? Yes/No..  
.....  
(If available, product analysis certificate from official laboratory or an  
ISO17025 accredited laboratory must be attached.



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Type of Food concerned:.....

Type of food production process,e.g. packaging, brewing, etc.:.....

Standard met(tick). Orange (Basic Minimum Hygienic Requirements)  
Green (Certified GHP/GAP/ISO)  
White (Certified GHP and HACCP)

Date of inspection: .....

Food Inspector:

Name: .....

Signature: .....

Date: .....

Official Stamp:

**Form FFS.IC.3**

**Food and Food Standards Act (Chapter 15:04)  
FOOD PRODUCT SANITARY CERTIFICATE**

1. Consignor/Exporter/Applicant		2. Certificate number: 3. Certifying body/Office: <b>Secretary for Health.</b> 4. Competent authority certifying		
5. Consignee/Importer: <input type="checkbox"/>		6. Expected border post: <input type="checkbox"/>		
7. Country of origin: <input type="checkbox"/> ISO Code*		8. Country of destination: <input type="checkbox"/> ISO Code*		
9. Place of loading: <input type="checkbox"/>				
10. Means of transport: <input type="checkbox"/> Identification particulars: Documentary references*:		11. Identification of container(s)**/ Seal number(s)**: <input type="checkbox"/>		
12: Conditions for transport: <input type="checkbox"/>				
13. For transit: <input type="checkbox"/>				
14: Identification of the food products:				
No.	Nature of the food	Commodity code (HS code)	Species**	Intended purpose
No.	Producer/Manufacturer Name and Physical Address	Approval number of establishment**		Place of origin**

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No.	Name of the product	Lot Identifier <input type="checkbox"/>	Type of packaging	Number of packages <input type="checkbox"/>	Net weight <input type="checkbox"/>
17. National food regulations or accepted CODEX Standard complied with.					
<b>18. Certifying Authority responsible for signature:</b> Secretary for Health and Child Welfare: Name: ..... Signature: ..... Date: ..... Official Stamp: _____  *Optional **If required <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> To be filled for products being imported and exported only. This certificate was issued on the basis of compliance with factory standards as well as food standards					

THIRD SCHEDULE (Section 8)

RATING OF PREMISES

The safety and quality rating of premises following inspection shall be as follows:

1. Orange star, in the case of premises which meet the minimum hygienic requirements. Such businesses have HACCP pre-requisite programmes such as GHP, GAP, GMP, etc.
2. Green star, in the case of premises with certified HACCP or ISO programmes. Certification should be by a recognized body such as SAZ.
3. White star, in the case of premises with certified HACCP, follow CODEX Recommended Codes of Practice, CODEX Guidelines and CODEX Standards requirements as certified by an official laboratory or ISO 17025 certified laboratory.

