

# TANZANIA COFFEE BOARD

## COFFEE ROASTING PLANT INSPECTION FORM

### 1.0 COMPANY NAME AND ADDRESS

M/s

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Tel. No. \_\_\_\_\_

Mob. No. \_\_\_\_\_

Fax No. \_\_\_\_\_

### 2.0 SITE LOCATION

2.1 Plot No. \_\_\_\_\_

2.2 Street \_\_\_\_\_

2.3 District \_\_\_\_\_ Region \_\_\_\_\_

2.4 Date of Inspection \_\_\_\_\_

### 3.0 INSPECTION DETAILS

#### BUILDING

3.1 Size (1 x W x H) \_\_\_\_\_

3.2 Type of walls \_\_\_\_\_

3.3 Type of roofing \_\_\_\_\_

3.4 Type of floor \_\_\_\_\_

3.5 Ventilation \_\_\_\_\_

3.6 Lighting/adequate/not adequate \_\_\_\_\_

### 4.0 FIRE EXTINGUISHER

4.1 Type and make \_\_\_\_\_

4.2 Condition and services \_\_\_\_\_

**5.0 OFFICE FACILITIES**

- 5.1 Fax machine \_\_\_\_\_
- 5.2 Computer \_\_\_\_\_
- 5.3 Furniture \_\_\_\_\_
  - Tables \_\_\_\_\_
  - Chairs \_\_\_\_\_
  - File Cabinet \_\_\_\_\_

**6.0 PLANT MACHINERY**

- 6.1 Coffee Roasting Machine \_\_\_\_\_
- 6.2 Make \_\_\_\_\_
- 6.3 Capacity \_\_\_\_\_
- 6.4 Exhaust System \_\_\_\_\_
- 6.5 Cooling System \_\_\_\_\_
- 6.6 Temperature control panel \_\_\_\_\_

**7.0 COFFEE GRINDER**

- 7.1 Make \_\_\_\_\_
- 7.2 Capacity \_\_\_\_\_

**8.0 PACKAGING MACHINE**

- 8.1 Capacity \_\_\_\_\_
- 8.2 Status (Vacuum/not Vacuum) \_\_\_\_\_

**9.0 PROFESSIONAL STAFF (ROASTER) NAME**  \_\_\_\_\_

**10.0 RECCOMENDATION BY THE INSPECTORS**

10.1 Having inspected the above plant, the inspectors are dully satisfied/not satisfied with the plant set up and therefore recommend/do not recommends the issue of licence.

Remarks  \_\_\_\_\_