

CASHEWNUT BOARD OF TANZANIA



CASHEWNUT PROCESSING INSPECTION FORM

NAME OF PROCESSING FACTORY _____ PROCEEING LICENCE No. _____

INSTALLED CAPACITY _____ CURRENT PROCESSING CAPACITY _____ NUMBER OF WORKERS _____
 Direct Labour: M. _____ F _____
 Indirect Labour: M. _____ F _____
 Casual Labour: M. _____ F _____

No	SECTION INSPECTED	Built or Not Built	PRESENT			CONDITION
			Poor	Good	Very Good	Remarks
1.	A. Godown					
	A1. Godown Ventilation					
	A2. Floor of Godown					
	A3. The walls of the Godown					
2.	B. Calibration Section					
	B1. Machineries					
	B2. Calibration Standard					
	B3. Humidification/ Showering Area					
	B4. Working Tools of the Area					
	B5. Workers Uniforms					
	B6. Laborers Appearance					
	B7. Fire Extinguishers					
	B8. Fire Drill					

No	SECTION INSPECTED	Built or Not Built	PRESENT			CONDITION
			Poor	Good	Very Good	Remarks
3	C. Steaming Section/Roasting					
	C1. Machinery Layout <ul style="list-style-type: none"> ➤ Boiler Operation Certificate ➤ Cooker ➤ Fire Extinguishers ➤ Fire Drill 					
	C3. Floor of the Area <ul style="list-style-type: none"> ➤ Cooling floor for cooked Nut 					
4	D. Oil Bath Roasting Section					
	D1. Layout of the Oil Bath Roaster D2. Condition of the Burners D3. Condition of Centrifuge D4. Cooling Cylinder condition D5. Cooling Tanks condition D6. Conveyors conditions D7. Fire Extinguishers D8. Fire Drill D9. Condition of the working envelopment D9. Workers safety and uniform					
5.	E. Calibration /Sizing Section					
	E1. The calibration cylinder condition E2. Conveyors conditions E3. Condition of the working envelopment					
6.	F. Shelling/Cutting Section					
	F1. Machinery Layout F2. Conveyor conditions F3. Condition of the working envelopment F4. protected gears in safety of handling the roasted/Steamed Nuts F5. Tables Cleanness F6. Fire Extinguishers F7. Fire Drill F8. Condition of the Floor of the section					

No	SECTION INSPECTED	Built or Not Built	PRESENT CONDITION			
			Poor	Good	Very Good	Remarks
	F9. The Ergonomics of the section F10. Workers safety and uniform F11. Condition of the Floor of the section					
	F.12 General Utensils cleanness <ul style="list-style-type: none"> ➤ Plastic/Steel bowls ➤ Plastic Boxes ➤ “Nyungo” 					
7.	G. Drying (Boma) Section G1. Machinery Layout <ul style="list-style-type: none"> ➤ Boiler operation certificate ➤ Dryer rooms Cleanness ➤ Trolley and trays cleanness ➤ Fire Extinguishers ➤ Fire drill 					
	G2. Dryer/Boma floor cleanness					
	G3. Dryer/Boma walls					
	G4. Humidifier Chambers and its Machinery					
8.	H. Peeling Section					
	H1. Peeling tables and Tools					
	H2. Fire Extinguisher H3. Fire Drill					
	H4. Workers working Gears <ul style="list-style-type: none"> ➤ Workers Uniforms ➤ Gloves usage ➤ Peeling tools/Knives 					
	H5. Floor Cleanness					
	H6. Supporting handling Utensils <ul style="list-style-type: none"> ➤ Plastic Boxes ➤ Steel bowls/Plastic Bowls ➤ Cleanness of Trolleys and trays 					

No	SECTION INSPECTED	Built or Not Built	PRESENT CONDITION			
			Poor	Good	Very Good	Remarks
	H7. Toilets of the Section ➤ Cleanness ➤ Number of Toilets (Male and Female) ➤ Number of Showers(Male and Female)					
	H8. Hand Cleaning Basin					
9.	I. Grading Section					
	I.1. Grading Tables and Tools					
	I.2. Fire Extinguisher I.3. Fire Drill					
	I.4. Workers working Gears ➤ Workers Uniforms ➤ Gloves usage ➤ Peeling Apparatus/Knives					
	I.5. Floor with Tiles/Industry Food Paint I.6. Cleanness of Grading Section I.7. Walls cleanness of the section I.8. Grading section Sealing					
	I.9 Arrangement of working Tools/Utensils ➤ Plastic Boxes ➤ Steel bowls/Plastic Bowls ➤ Trolley and Trays					
	I.10 Toilets of the Section ➤ Cleanness ➤ Number of Toilets (Male and Female) ➤ Number of Showers(Male and Female) ➤ Hand Cleaning Basins & Disinfection					
10	J. Packing Section					
	J1. Layout of the packing machines J2. Cleanness of Packing area J3. Wall of Packing its Ceiling and paint. J4. Floor Tiles and Industry Food Paint					

No	SECTION INSPECTED	Built or Not Built	PRESENT CONDITION			
			Poor	Good	Very Good	Remarks
	J5. Fire Extinguishers J6. Fire Drill					
	J7. Arrangement of working Tools <ul style="list-style-type: none"> ➤ Plastic Boxes ➤ Steel bowls/Plastic Bowls ➤ Packing Materials 					
	J8. Toilets of the Section <ul style="list-style-type: none"> ➤ Cleanness ➤ Number of Toilets (Male and Female) ➤ Number of Showers(Male and Female) ➤ Hand Cleaning Basins & Disinfection 					
11.	K. General View of the Factory					
	K1. General Factory Environment <ul style="list-style-type: none"> ➤ Surround Cleanness ➤ Green environment ➤ Land Scarping 					
	K2. General Toilet and Showers <ul style="list-style-type: none"> • Number of Toilets Female • Number of Showers Female • Female Sanitation and Disinfection • Number of Toilet Male • Number of Showers Male • Hand Cleaning Basins & Disinfection • Presentation of Liquid Soap • Presentation of Tissue 					
	K3. Lockers for Workers <ul style="list-style-type: none"> • Female Lockers • Male Lockers 					
	K4. First Aid Boxes/Kits to every Section					
	K5. Dispensary for Workers.					

No	SECTION INSPECTED	Built or Not Built	PRESENT CONDITION			
			Poor	Good	Very Good	Remarks
12	GENERAL CONDITION OF THE FACTORY:-					

13 IMMEDIATE COMMENT & RECOMMENDATION OF THE INSPECTOR:-

CASHEWNUT BOARD OF TANZANIA OFFICIALS:

INSPECTION DONE BY CBT INSPECTOR: _____

Signature of the Inspector: _____ *Inspection Date* _____

FACTORY OFFICIALS:

Official Stamp of CBT

NAME OF THE PROCESSING FACTORY/PLANT _____

NAME OF PROCESSING FACTORY MANAGER/REPRESENTATIVE _____

Signature of the Manager/Representative _____ *Inspection Date* _____

Official Stamp of the Processing Factory/Plant

