

STANDARDIZATION MARK REQUIREMENTS FOR BOTTLED WATER AND WATER REFILLS.

I. FOR INITIAL APPLICATION COMPLETE:

- STA 10 – Initial/(Routine) Inspection Reports
- STA 1 - Application For Grant/Renewal of a Permit To Use The Standardization Mark
- Standards Levy Notification form

APPLICATION FOR CERTIFICATION IS MADE ONLINE USING THE LINK <http://kims.kebs.go.ke/>

- ### **II.**
- After paying the applicable fees, a KEBS Quality Assurance officer will be assigned to undertake the inspection of your premises based on the requirements set in the applicable Kenya Standard and codes of practice i.e. KS EAS 153:2018- Kenya standard specification for packaged drinking water

Customer will need to have a copy of the relevant standard/specification during the inspection. They are available for sale at our KEBS Standards Information Center but can also be purchased online through KEBS webstore using the link <https://webstore.kebs.org/>

III. During Inspection;

- Bottling premises must meet the threshold stipulated under the Public Health Act therefore you need to provide a valid approval/ license by public health.
- Production staff must have a valid food handlers' certificate from Public Health.
- Product label must conform with the requirements stipulated in KS EAS 38 and respective product standard (Hardcopy of the label/label artwork will be required)
- Demonstrate effective quality controls by having all quality control documents in place i.e. Hygiene schedules, product recall procedure and complaint handling procedures.
- Provide staff as well as visitors with personal protective equipment
- Provide a hand-washing point with running water, a means of drying hands as well as a food-grade hand sanitizer in place.
- Space for holding your raw materials i.e. incoming bottles, caps and labels, changing area for staff, production area which is strictly for those with medical certificate, space for packaging and storage area for final products.

- Water storage tanks for raw water should be secure and segregated.

IV. Documents required at inspection:

The customer will be required to share the following documents with the inspector

- Water standards-EAS 153:2018
- A valid public health permit- Food and hygiene license
- Medical certificates for employees
- Quality control records
- Laboratory test report (sampling & Testing) for the drinking water from an accredited laboratory may be accepted (See the KENAS website for accredited laboratories)
- Qualifications of quality assurance personnel (Certificate)
- Customer complaints handling procedure
- Cleaning & Maintenance schedules
- A copy of your product label

V. The current cost will be Ksh 55,000.00 and Ksh 8,800 VAT. Any additional product will cost an additional Ksh 17,400. Please note that as you make payment an e-citizen convenience fee of KES 50 applies. Once issued the permit is valid for two years.