

Contact Details:

Tel office: +264 61 379 500
Fax office: +264 61 225 371
E-mail: nabdesk@nab.com.na
Website: www.nab.com.na

Physical address:

Agricultural Boards' Building
30 David Hosea Meroro Road
Windhoek
Namibia

Postal address:

PO Box 5096
Ausspannplatz
Windhoek
Namibia



10 January 2025

TO: ALL REGISTERED MILLERS IN NAMIBIA

SUBJECT: RENEWAL OF MILLING LICENSE FOR THE PERIOD 01 APRIL 2025 TO 31 MARCH 2026

1. This letter serves to inform all registered milling facilities in Namibia that the 2024/2025 milling license period will come to an end on **31st March 2025**.
2. Therefore, all registered milling facilities of controlled agronomic products (white maize, wheat, and pearl millet grains) for commercial use and specifically for human consumption, are required to submit the renewal application form (**FORM/AMD/03_Milling License application form**) for renewal of the milling licence of controlled agronomic products with the Namibian Agronomic Board (NAB) on or before **31st January 2025**.
3. The completed renewal application form (hereto attach for ease of reference) must be submitted together with the following documents to email address: Tresia.Simon@nab.com.na:
 - 3.1 A certified copy of a valid Certificate of Good Standing issued by the Namibia Revenue Agency (NamRA).
 - 3.2 A certified copy of a valid Certificate of Good Standing issued by the Social Security Commission (SSC).
 - 3.3 A certified copy of a valid Fitness Certificate issued by the local authority or health certificate issued by the Ministry of Health and Social Services (MoHSS).
 - 3.4 Proof of conformity with NAMS/SANS 10330 Standard (Food Safety Management: Requirements for a HACCP system) or NAMS/ISO 22000 Standard (Food Safety Management Systems – Requirements) or equivalent, issued by an accredited certification body (where applicable).
4. Milling facilities who will fail to submit the renewal application form and supporting documents within the required time-frame:
 - 4.1 will not be included in the inspection programme for the month of March 2025;
 - 4.2 may not be issued with a milling license before the expiry period; and
 - 4.3 subsequently will not be allowed to operate a milling facility, neither will be issued with import permit(s) for the importation of White Maize or Wheat or Pearl Millet grains until such time when a valid milling license has been obtained from the NAB.
5. The inspection referred to in point 4.1 will be conducted based on established NAB checklist (FOR/FSS/13) to verify whether the facility has adequately implemented a food safety management system meeting the requirements of NAMS/SANS 10049 - Food Safety Management: Requirements for Prerequisite Programmes (PRPs) standards to facilitate renewal of the milling license.
6. Should there be any further inquiries, please do not hesitate to contact **Simon Haidula, Agronomy Development Officer** at Simon.Haidula@nab.com.na / +264 81 495 3007 / +264 65 238619.

Yours Sincerely,

Dr. Fidelis N. Mwazi (PhD)
Chief Executive Officer

NAMIBIAN AGRONOMIC BOARD

2025 -01- 10

SIGNED

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