



# SPS requirements for Rwanda's Exports in the EU market

Manual of Best Practices for Coffee,  
Tea, Avocado, Chili Oil and Processed  
Spices

John Bosco Kanyangoga

# SPS requirements for Rwanda's Exports in the EU market: Manual of Best Practices for Coffee, Tea, Avocado, Chili Oil and Processed Spices

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# Introduction

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This user guide/manual presents information necessary to understand the national and international quality infrastructure and related services specific to SPS requirements regarding trade between Rwanda & the European Union (EU). It aims to assist Rwandan Small and Medium Size Enterprises (SMEs) in meeting national and international SPS requirements and quality standards, enabling them to leverage access to lucrative markets, such as EU. The manual provides information on regulatory and commercial requirements for SPS measures, within selected sectors in Rwanda.

The manual further provides a status-quo of the landscape of actors/institutions and services involved in SPS-related quality infrastructure (quality assurance, standardization, accreditation, metrology, and certification infrastructures) within the country. This covers public and private mandatory and de-facto mandatory certifications such as Global GAP, HACCP, IFC, BRC, ISO 22000 among others.

In light of the above, this manual which is also an annex of a National Study Report on the same subject matter, presents the following information;

- Fees payable for services;
  - The requirements for specific products (products' profiles) as provided in a detailed manner on the five covered sectors of Coffee, Tea, Avocado, Chilli Oil and Processed Spices (these include lemon, ginger and relevant herbs).
- Generally, there are a number of SPS measures and quality standards requirements for the Rwandan products to access the EU market. Without fulfilling the set requirements, the products would be denied entry or destroyed upon arrival. Some of these requirements are domestic requirements based on Rwandan regulations while others are EU requirements based on EU regulations. It is worth noting the Rwanda being a Least Developed Country (LDC) enjoys preferential market access to the European market, however, this also requires conformity to the set standards, especially those to do with SPS measures.
- Based on the foregoing introduction, this manual sets out to highlight the SPS measures and standards that should be conformed to in accessing the EU Market. The overarching objective is to provide a reference point for SMEs (both in export business and those with potential) to leverage the market access opportunities provided by the EU.
- General requirements in terms of SPS measures and quality standards for Rwandese products exported or with potential to be exported to the EU market;
  - Institutional arrangements, specific roles and responsibilities;
  - Relevant laws and regulations;

# 1.1 SPS Requirements at the EU level

The EU has in place certain SPS measures and related standards<sup>1</sup>. The requirements on the EU market<sup>2</sup> are also taken into account by authorised institutions in Rwanda when processing export permits and necessary certificates.

## General requirements

According to the relevant regulations provided by the EU's Export Helpdesk<sup>3</sup>, the following requirements are key for Rwandan exports to access the EU market;

- Certificate of Quality and Voluntary Standards;
- Hazard Analysis and Critical Control Points (HACCP) or ISO 22000 FSMS;
- Depending on the market, Fair Trade and Global GAP certifications may also be required;
- Organic, GFI.

## Specific requirements for fresh foods

In addition to the general requirements, the following requirements for fresh foods<sup>4</sup> are also relevant and important based on the specific products;

- Control of contaminants in foodstuffs;

- Control of pesticide residues in plant and animal products intended for human consumption;
- Health control;
- Health control of foodstuffs of non-animal origin;
- Traceability, compliance and responsibility in food and feed;
- Labelling of foodstuffs.

Note: Apart from regular customs procedures, other requirements related to importing processed food products on the EU market<sup>5</sup> are related to food safety. The General Food Law (GFL) is the legislative framework regulation for food safety in Europe. GFL provided for the establishment of European Food Safety Authority (EFSA). EFSA is responsible for the development of specific food safety legislation and the creation of a framework for official food controls. This law is based on the “*Farm to Fork*” approach. This means that all food must be traceable throughout the entire supply chain, and that includes exporters from developing countries. To achieve this, food business operators need to implement the HACCP system in their daily operations.

The controls are carried out at the border (entry point(s)) by the relevant border control authorities, usually Customs Officials. They are responsible to conduct safety and quality checks on the imported products and are also required to review certificates provided by the exporters.

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<sup>1</sup> [https://ec.europa.eu/info/business-economy-euro/product-safety-and-requirements/eu-product-requirements\\_en](https://ec.europa.eu/info/business-economy-euro/product-safety-and-requirements/eu-product-requirements_en)

<sup>2</sup> Customs check products entering or leaving the EU, implementing a wide range of legislations.

<sup>3</sup> <https://trade.ec.europa.eu/tradehelp/trade-regime-and-general-product-safety>

<sup>4</sup> EU food and feed law, EU and international food safety measures, food and feed safety alert (RASFF) portal.

<sup>5</sup> [https://ec.europa.eu/taxation\\_customs/business/customs-controls/safety-health-environment-customs-controls\\_en](https://ec.europa.eu/taxation_customs/business/customs-controls/safety-health-environment-customs-controls_en)

It is important to further note that the EU Rules regarding Food Hygiene cover all stages of the production, processing, distribution and marketing of food intended for human consumption. Strict import rules with respect to food and feed hygiene, consumer safety and animal health status aim at assuring that all imports fulfill the same high standards as products from the EU itself. Import controls are crucial in verifying compliance of food and feed products with relevant requirements. For example, HACCP is a systematic preventive approach to food safety, designing measures to reduce risks from biological, chemical & physical hazards and more recently, radiological hazards in production processes that can cause the finished product to be unsafe. The aim of HACCP is to identify the sources and potential risks in any system used to transform foods from raw materials into consumer goods to protect consumers from unsafe food. Through HACCP, control points and preventive actions are used to eliminate problems even before they arise.

## 1.2 National Quality Standards Requirements

At the national level Rwanda put in place standards that are aimed at improving competitiveness of the country's products. With regard to SPS, there are presently three SPS enquiry points: RALIS (plant health); RAB (animal health); and the Directorate of Planning, Policy and Capacity Building at the Ministry of Health (food safety). The Directorate of External Trade at MINICOM

continues to serve as Rwanda's SPS notification authority.

The Rwanda Standards Bureau (RSB)<sup>6</sup> follows the WTO Code of Good Practice for the Preparation, Adoption and Application of Standards<sup>7</sup>. At the national level, technical regulations may be developed and adopted by a number of Rwanda's line ministries and regulatory bodies. According to the authorities, notices concerning all standards and technical regulations adopted in Rwanda are published in the Official Gazette.

## 1.3 Rwanda's Food and Agriculture Compulsory Standards

### What is a Rwanda Compulsory Standard?

"Compulsory Standard" means a National Standard which lays down the product, service and process characteristics or their related processes and production methods with which compliance has been made mandatory throughout the Rwandan territory. MINICOM, in its instruction No 21/2013 of 3/07/2013 sets out a number of compulsory standards to be complied with by any product entering or manufactured on the territory of the Republic of Rwanda. These cover terminology, symbols, packaging, marking or labelling requirements as they apply to a product, process or production method.

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<sup>6</sup> Contacts: P.O.BOX 7099, Kigali, Rwanda Toll Free: 3250  
E-mail: [info@rsb.gov.rw](mailto:info@rsb.gov.rw) RSB ePortal:  
[www.portal.rsb.gov.rw](http://www.portal.rsb.gov.rw) Tel: +250 252 586 103/582945 KK  
15 Rd, 49 Website: [www.rsb.gov.rw](http://www.rsb.gov.rw)

<sup>7</sup> World Trade Organization (WTO) Document  
WT/TPR/S/384 – Rwanda/ Annex III

According to the RSB, there are a number of compulsory standards for food and agriculture<sup>8</sup>. These include the following;

## General standards for labelling

Labelling of products is aimed to ensure that consumers accurately identify the products they need, while also encouraging their effective usage. These standards apply to; labelling of foods to be offered to the consumer; food additives & processing aids and Foods for Special Dietary Uses. This category includes;

- RS CODEX STAN1, General standard for the labelling of Pre-Packaged Foods;
- RS CODEX STAN 107, General standard for the labeling of Food Additives when sold as such prepackaged foods for special dietary uses;
- RS CODEX STAN 146, General standard for the labeling and claims for prepackaged foods for special dietary uses.

## Codes of hygienic practices and principles of control for food production

The increase in international food trade has resulted in significant social and economic benefits. However, it has also made the spread of illness around the world easier. Hence, effective hygiene control is vital to avoid adverse human health and economic consequences of food borne illnesses, injuries and spoilage. The code of practice – General principles for food hygiene follows the food chain from primary production up to final consumption, highlighting the key hygiene

controls at each stage while the HACCP describes the principles of control needed to ensure supply of safe food to the consumer. The principles described in these standards are essential to ensure safe food products for the consumer. Rwanda has taken into account the following;

- RS CAC/RCP1, Code of practice –General Principle for Food Hygiene;
- RS 184, Requirements for a Hazard Analysis and Critical Control Points system.

## 1.4 Good Agricultural Practices (GAP) for Rwanda

GLOBAL GAP is relatively accommodating, making it possible to incorporate that standard into an enriched Rwanda GAP Scheme. The latter encompasses the national legislation on social welfare, labor regulations, health and safety, and environmental stewardship. It also weaves in cultural, national and regional needs, making it an even richer scheme. A Rwanda GAP as a national scheme is complemented by a comprehensive quality management system (or systems), containing criteria for service providers such as trainers and certification bodies. It also incorporates specific market needs. Ultimately, the objective is to establish a strong Rwanda GAP, capable of governing any agricultural value chain. Eventually, specific value chain criteria and sub-criteria will be drawn from the national Rwanda GAP.

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<sup>8</sup> *Rwanda Mandatory standards Booklet* (2013) by the Rwanda Standards Board (RSB) at [www.rsb.gov.rw](http://www.rsb.gov.rw)

## 1.5 Facilitation and Pricing Related Services (Charges)

RSB's core services includes providing all relevant background information on standardization. It is designed to inform the clients about the process of price determination of Rwanda Standards Services charges<sup>9</sup>. It also gives a background summary of the usefulness of these services to the public. Standards, conformity assessment and metrology give safety assurance to the community, facilitate international trade, enhance interoperability of technologies and processes as well as facilitate technological change and economic development by reducing information asymmetry. RSB services to the public include training on standards, products and systems certification, testing, and calibration. The contribution of the national quality infrastructure to the economic growth is well established. At the macroeconomic level, the role of standards is directly related to productivity. However, inappropriate use of standards can also hinder productivity through reducing choice and competition as well as creating technical barriers to trade. The formulas for calculating prices are given in the Prices Charged Document.

## 1.6 Pricing of Standards

Technical experts authorize standards after establishing consensus in technical committee meetings. After the standards have been approved by technical committees, they

are published in newspapers to receive comments from the general public. An approved standard can be either Print-On-Demand (POD) after payment (in which case the client receives a hard copy), or purchased by electronic means via Web stores. For the moment RSB is using the first method which requires some resources such as paper and binding materials to make a Standards booklet. With this background, standards are priced accordingly, at a rate that reflects their value while also attempting to cover, partly or entirely, the costs involved in their development and publication.

Usually, alongside a minimum fee charged for each product and service provided, the estimated cost of processes and inputs involved in production of the product or service is also chargeable.

## 1.7 Training Services

After developing the standards, they are launched among the business community and regulatory authorities to raise awareness on the benefits of adhering to standards. This is followed by training on the existing and/or newly approved standards to improve their adoption and compliance. In the spirit of enhancing standards promotion/awareness among stakeholders, especially SMEs, RSB through the National Standards Division undertakes trainings activities in different areas such as Quality Management System (QMS), Environmental Management System (EMS), Food Safety Management System (FSM) and Products Standards requirement, among others. The aim of the training is to improve individual and organization

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<sup>9</sup> Rwanda Standards Board (RSB) Document – Products and Services Charges (RSB/FIN/02) at [www.rsb.gov.rw](http://www.rsb.gov.rw)



effectiveness, which will in turn improve their overall performance.

## 1.8 Certification Fees

The certification profile of 2013 showed that 23 percent of applicants fail to proceed with the certification process due to inability to pay certification fees. Another 44 percent fail to address the nonconformities raised during audit since correction of those non-conformities requires money. In view of the above challenges, system certification application fee was reduced and products and system re-certification fee was removed altogether. The system certification fee was reduced from FRW 100,000 to FRW 30,000 for HACCP while for other systems it was reduced to FRW 50,000. At the same time the site audit cost for HACCP system was fixed at FRW 50,000 per day while the site audit

cost for other systems certification was reduced in half, from FRW 200,000 to FRW 100,000 per day. The license fee for system certification was also reduced in half, from FRW 100,000 to FRW 50,000. For all systems including HACCP a free pre-assessment step was included to encourage as many enterprises as possible to consider assessment of their systems towards Certification. With the new certification fees, SMEs will be required to pay a minimum fee of FRW 480,000 for HACCP system and FRW 230,000 (plus testing fees) for product certification, the latter remaining valid for 2 years. For other systems, a minimum certification fee of FRW 800,000 valid for 3 years is paid. It is important to note that for all certification services staff mission allowance, travel costs and surveillance testing costs are incurred by government.

# General Requirements for Rwandan Exporters

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This section presents requirements in terms of necessary documents, involved institutions, payable fees as well as relevant laws and regulations. This information is useful and important for all exporters including SMEs in the export business and potential SMEs interested in the EU market. The information herein can serve as a reference point for interested SMEs in the covered sectors to fully understand what needs to be done, where to go for relevant services and how to process their products for export in the context of SPS requirements and related product standards. It should also be noted that these general requirements are applicable to all sectors.

The general requirements include the following;

- Required documents and certificates
- Involved institutions
- Payable fees
- Relevant laws and regulations

## 2.1 The Rwanda Trade Portal

The Rwanda Trade Portal serves as an online center for trade related information, providing exporters instructions on product requirements for export activity<sup>10</sup>.

The Rwanda Trade Portal is housed (implemented) by the Rwanda Revenue Authority (RRA)<sup>11</sup> and the National Trade Facilitation Committee in partnership with key donors (USAID, TradeMark East Africa, ITC and UNCTAD) to support trade operations in Rwanda by promoting and strengthening administrative transparency. The main purpose of the portal is to provide quick and easy access to information on international trade, ultimately increasing Rwanda's trade capacity and export volumes.

The portal provides online trade-related information and contacts of institutions responsible for providing required services. According to RRA, the portal also allows Rwanda to comply with Article 1.2 of the WTO Trade Facilitation Agreement that makes transparency and access to information a cornerstone for reforms.

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<sup>10</sup> The Rwanda Trade Portal is available on [www.rwandatrade.rw](http://www.rwandatrade.rw)

<sup>11</sup> **Contact information:** Rwanda Revenue Authority, KG 4 Ave 8, P. O. Box 3987, Email: [reswteam@rra.gov.rw](mailto:reswteam@rra.gov.rw) or

[info@rra.gov.rw](mailto:info@rra.gov.rw), Phone Number: +250-788185673, Toll Free: 3004.

## 2.2 The Required Documents and Certificates

A number of documents and certificates are required by the Rwandan authorities in order to process exports, which include the following;

- Business license
- Payment receipts
- Export contract
- Phytosanitary certificate
- Export license
- Certificate of Origin
- Packing list
- Release order
- Relevant licenses
- Relevant contracts
- Relevant invoices
- Certificate of conformity (S-Mark)
- Test report “certificate of analysis” (for processed products)
- Contract
- Exit confirmation
- Validated cargo manifest

Note: All information relevant to export processes and procedures necessary for exporters, including all requirements and associated institutions, is available in detail on the Rwanda Trade Portal.

## 2.3 Payable Fees

**Note:** The actual or specific amount of fees vary in terms of products and the nature of the services provided. In the sections below on specific products, the specific amount of fees are indicated. In general, categories of payable fees include the following;

- Application fees
- Inspection costs
- Payments for certifications and permits
- Other costs (online processing fees, clearing fees, etc)

It is also important to note that in regard to the payable fees, there is no differentiation between size of the exporting firms (companies).

## 2.4 Key Institutions

A number of institutions are involved in specific roles and responsibilities to facilitate Rwandan exports. The key institutions include the following;

### Rwanda Development Board (RDB)

Provides key services on business registration, export promotion, market information and business linkages (linking potentials business clients). Further information on services provided can be accessed through their website at <http://www.rdb.gov.rw>.

### Rwanda Agriculture and Livestock Inspection and Certification Services (RALIS)

Provides inspection services for export of food products and is mandated to provide the

“Phytosanitary Certificate” to qualifying products. Other services provided and all relevant contacts can be accessed at <http://www.eralis.minagri.gov.rw>.

### National Agricultural Export Development Board (NAEB)

NAEB is responsible for implementing strategies for developing the agricultural export sectors identified in the National Exports Strategy (including coffee, tea, horticulture, floriculture) and also support exporters in meeting necessary quality standards in target markets. All services and necessary information provided by this agency can be accessed at <http://www.naeb.gov.rw>.

### Rwanda Standards Bureau (RSB)

This institution provides “certification” services to give confidence to all interested parties that (certified) products fulfil specified requirements. The website providing all the necessary information and services can be accessed at <http://www.rsb.gov.rw>.

### National Bank of Rwanda (BNR)

The Central Bank is responsible to receive payments related to the applications of export licenses. The website for related contacts and information can be accessed at <http://www.bnr.gov.rw>.

### Rwanda Revenue Authority (RRA)

The institution provides fiscal and non-fiscal revenue services. The website for related contacts and information can be accessed at <https://www.rra.gov.rw>.

### Commercial Banks (any commercial bank)

Commercial banks provide transactional services needed by the exporters.

### Clearing agents (for clearing services)

Provide clearing services and interfacing with customs services under the Rwanda Revenue Authority.

Note: Apart from NAEB, which is only relevant in providing services related to agricultural products and agro-processed products, the other institutions cover all sectors.

## 2.5 Relevant Laws and Regulations

Note: The relevant laws and regulations listed hereunder are important in terms of providing specific details on export processes and procedures in Rwanda as well as the relevant institutions which are responsible in providing related services. These laws and regulations are the basis for export requirements including, issuance of licenses, permits, certificates, responsible institutions, submitting applications, relevant online services as well as payable fees. These laws and regulations include the following;

- Arrêté ministériel n° 4/76. Taxe rémunératoire pour tout contrôle phytosanitaire, délivrance de certificats phytosanitaires et constat de qualité ou d'avarie. (J.O., 1976, p. 757) Article 1
- EAC Rules of origin 2015

- East African Community Common External Tariff 2017
- East African Community Customs Management Act Sections 73 - 75, 75, 105, 147, 148
- Law N° 16/2016 du 10/05/2016 on plant health protection in Rwanda articles 10, 31
- NAEB requirements for coffee export license application
- N° 13/2017 of 14/04/2017 establishing National Agricultural Export Development Board (NAEB) and determining its mission, organization and functioning Article 5
- RALIS portal user guide
- Regional local clearing tariff
- The East African Community Customs Management Regulations, 2010 Section 88 – 89
- Law n° 50/2013 of 28/06/2013 establishing Rwanda Standards Board (RSB) and determining its mission, organization and functioning (Article 4)
- National Quality Testing Laboratories testing scope Section II: chemistry laboratories cover most of the processed food products.
- Product certification flow chart
- Regional and local clearing tariff
- The East African Community Customs Management Regulations, 2010 (Section 88 – 89)

The next sections delve into SPS requirements, institutional arrangements, and the process as well as fees therein, required for select products. The covered products are Coffee, Tea, Avocado, Chili Oil and Spices.

## PRODUCT REQUIREMENTS

# Coffee

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Rwanda has the ideal conditions for coffee production: high altitude, rich volcanic soils, adequate rainfall for continuous flowering and cooler temperatures in these higher altitudes in which coffee thrives. While ensuring the quality of Rwandan coffee, a number of measures are taken right from the planting and growing phase (in the garden/plantation), to washing and drying. In this light, a number of considerations are taken into account, including soil fertility, mulching and proper storage among others.

## Rwandan Coffee Varieties

According to the Rwanda Agricultural Board (RAB), there are six varieties most commonly planted in Rwanda. These varieties include the following;

- Bourbon Mayaguez 139 (BM 139)
- Bourbon Mayaguez 71 (BM 71)
- Bourbon Mibirizi
- Jackson 2 /1257 (J2 1257)
- Harrar
- Population 3303 (Pop 3303)

Note: Numbers 1) through 4) are Bourbon varieties. NAEB<sup>12</sup> distributes seedlings for varieties 1), 2) and 4), depending on the region, and does not recommend the other varieties. Nursery beds raising good seedlings are the key to cultivating coffee. NAEB distributes varieties for the nursery beds, and every region has a nursery bed. Two coffee managers are posted to each district, who manage the nursery beds and guide farmers.

## Ensuring Good Quality

Ensuring good quality, involves considerations of natural conditions such as the soil, elevation, rainfall, geography, ease of access in carrying farm implements and harvest, usable workforce, as well as the varieties being grown in the suitable regions.

## Soil Fertility Management

- Both organic and chemical fertilizers are used in coffee farming.
- Organic fertilizers are usually prepared by mixing grasses, crop residues and/or animal manure in compost.
- Inorganic fertilizers include NPK (Nitrogen, Phosphorus, Potassium) (20-10-10) applied at 400 g per tree per

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<sup>12</sup> National Agricultural Export Development Board (NAEB) at [www.naeb.gov.rw](http://www.naeb.gov.rw). The institution provides trusted market intelligence, practical advice and business tools to

help Rwanda companies expand in global markets for Coffee, Tea and Horticulture.

year, or NPK (17-17-17) at 120 g per tree per year, plus urea (46 percent of N) at 75 g per tree per year. These are applied in two doses (March and September) and at half the dose to reduce the potential for leaching loss.

## Mulching

- Mulches used in coffee farming include eucalyptus branches, grevillea branches, sorghum thatches, panicum, cymbopogon, sugar cane leaves, banana leaves and mixed residues.
- Looking at the steep landscape of Rwanda, mulching is adopted in coffee farming to protect the soil surface from the kinetic energy of raindrops.
- Furthermore, mulching is usually used as a soil conservation measure.
- Increased nutrient concentrations in soils with mulches occur through direct leaching or decomposition. N and K can be provided to the soil directly by mulching and/or organic fertilization. About 10 to 25 tons of mulch per ha (a layer of  $\pm$  10 cm) can be used in coffee farming to provide 110 kg of N, 1,200 kg of K, 18 kg of Ca and 30 kg of Mg per ha, depending on the type of mulch.

## Harvest

- Harvesting only mature beans and sorting out the unripe beans and green beans is very important in terms of enhancing coffee quality.
- Coffee is a fruit, and a low degree of ripeness could affect its flavour.

## Coffee washing

Rwanda Coffee can be classified into semi-washed, or “Ordinary Coffee”, and fully washed. The semi-washed is processed at home and generally traded via middlemen and not via coffee washing stations. Fully washed represents about 75 percent of the earnings from coffee. NAEB estimates 75 percent is premium and specialty grades. The government discourages semi-washed coffee, in order to control quality and make Rwanda's coffee more competitive on the world market, hence BRD does not finance semi-processed coffee purchases.

There are various coffee washing stations in Rwanda and the objective is to ensure increased earnings from coffee by improving quality. In setting up coffee washing stations, the following factors are considered; the capacity of Rwanda's coffee zones, sufficient quantities of quality water, close supply of coffee, energy, transport and the ability of an area to properly and inexpensively treat washing station effluent.

- **Washing station should be near major coffee-growing area:** This ensures that the washing station is in areas already producing a significant volume of coffee.
- **Availability of adequate transportation:** Generally, the coffee cherries are transported to the coffee washing stations on foot, usually by women carrying about 30 kilos (66 pounds) in plastic buckets on their heads. The need for access to roads is for the final transport of dried parchment coffee to markets.
- **Enough clean water:** There is a need of sufficient supply of clean water. The minimum consideration for springs is flow of more than 0.5 litre/second or any other source with an equivalent amount of water (for small washing station).

# Current conditions of quality standards for Rwandan coffee

The quality standards obtained by NAEB can be summarized as follows

## Fully washed coffee (coffee processed at washing stations)

|                        |  |
|------------------------|--|
| <b>Super specialty</b> | Cup score of 90 points or higher; less than 5 defects per 300g and no primary defects; by screen; no dead beans among roasted beans; moisture content of 9-12.5% |
| <b>Specialty</b>       | Cup score of 80 points or higher; less than 8 defects per 300g; by screen; no more than 3 dead beans among roasted beans; moisture content of 9-12.5%            |
| <b>G1</b>              | Cup score of 70 points or higher; less than 23 defects per 300g; by screen; no more than 5 dead beans among roasted beans; moisture content of 9-12.5%           |
| <b>G2</b>              | Cup score of 60 points or higher; less than 86 defects per 300g  |
| <b>G3</b>              | Cup score of 50 points or higher; less than 86 defects per 300g  |

## Semi-washed coffee (coffee processed by individual small-scale farmers)

|           |  |
|-----------|--|
| <b>G1</b> | Cup score of 71-80 points; less than 23 defects per 300g; by screen; no more than 3 dead beans among roasted beans; moisture content of 9-12.5%      |
| <b>G2</b> | Cup score of 55 points or less; less than 30 defects per 300g; by screen; no more than 3 dead beans among roasted beans; moisture content of 9-12.5% |
| <b>G3</b> | Cup score of 40 points or higher or abnormal odor in two cups or less; less than 50 defects per 300g   |
| <b>G4</b> | Cup score less than 40 points or abnormal odor in more than 3 cups; less than 80 defects per 300g  |

## Testing Services Charges (RSB Products and Services Charges)

Rwanda coffee is gaining enormous global acceptability because of its quality. One of the factors contributing to its quality is the compliance with national and international quality standards. Therefore, these standards on Coffee products specify quality and safety requirements, sampling and test methods for

qualitative and safety parameters which make Rwandan coffee top rated on the international market:

- RS 33 Roasted Coffee Beans and Roasted Ground Coffee – Specification
- RS 34 Instant (Soluble) Coffee – Specification
- RS 97 Green coffee – Specification



The testing service charges are based on services provided and are calculated using a combination of the cost of inputs used such as chemicals, the cost of the equipment, manpower

water, electricity, apparatus per parameter, as well as as costs arising from tests carried out on the samples.

| <b>Testing services and prices for Coffee</b> |                                 |                          |                   |
|---|---------------------------------|--------------------------|-------------------|
| <b>Product</b>                                | <b>Parameter</b>                | <b>Test Method (Sop)</b> | <b>Cost (Frw)</b> |
| Coffee  | Moisture content                | NQTL/FAL/SOP-14          | 11,844            |
|   | Total ash                       | NQTL/FAL/SOP-15          | 26,817            |
|   | Acid insoluble ash              | NQTL/FAL/SOP-16          | 28,383            |
|   | Alkalinity of water-soluble ash | NQTL/FAL/SOP-18          | 10,878            |
|   | Petroleum ether extract         | NQTL/FAL/SOP-19          | 32,354            |
|   | Water soluble matter            | NQTL/FAL/SOP-17          | 10,668            |
|   | Caffeine                        | HPLC method              | 101,076           |
|   | Ochratoxin A                    | TLU/FAL/SOP-1            | 178,667           |

## Export Procedures and Requirements

The Rwandan standard for coffee is referred to as RS ISO 8455 which was updated in 2005. The standard gives guidelines for conditions aimed to minimize the risks of infestation, contamination, and quality deterioration of green coffee (also known as raw coffee) in bags and "big-bags", in bulk and in silos, being the subject of international commerce, from the time of its packing for export until the time of its arrival in the importing country.

The SPS requirements for green coffee are regulated by FDHA 2016 Ordinance, RS 817.024.1. The standard mandates the person responsible for the production of coffee to ensure that the coffee does not suffer from harmful spoilage under the influence of micro-organisms, residues and contaminants. It also requires that transport containers for coffee should be kept clean and in good condition to protect the coffee from contamination.

To obtain a Certificate of Analysis, the green coffee consignment is taken to NAEB. The whole consignment is weighted, and a sample is taken for laboratory analysis. The Certificate of Analysis highlights three aspects of the coffee; the green value, roasting and liquor value.

RS ISO 8455 requires a green coffee exporter to obtain an SPS certificate and Certificate of Origin from the relevant government agency. In Rwanda, the Certificate of Origin is issued by NAEB while the SPS certificate is issued by RALIS.

The exporter is also required to obtain a coffee export license from NAEB. The license is valid for a period of one year and renewable on request. The application fee for the export license is USD 100. The whole exportation process is estimated to amount to USD 200.

The exporter then proceeds to contract a clearing agent whose mandate is to take care of the customs clearance aspect of the export. The estimated cost is about 100 USD to engage the services of a clearing agent.

The cargo/consignment is then declared at the border/exit post. This essentially involves submission of information relating to the goods being exported and the mode of transit being used to transport the goods to their destination. Cargo declaration is done through

a standardized form and an export declaration certificate is issued to this effect.

The consignment is then physically inspected and the exporter proceeds to obtain a release order. Two further documents are generated and obtained online; A T1 for validation and the validation for departure document. Lastly, the exporter will obtain a validation of goods arrival at the exit border. The table below summarises this procedure.

## COFFEE OVERVIEW

| Requirements, Procedure and Fees Payable for Green Coffee Beans Export |  |   |   |
|--|--|---|---|
| No.  | Certification/ documents, Involved institutions/ authorities   | Procedures/ other requirements  | Payable fees  |
| 1.   | <b>Coffee export license:</b> <ul style="list-style-type: none"> <li>• It is issued by the National Agricultural Exports Development Board (NAEB)</li> <li>• It is valid for one year and renewable on request</li> </ul>  | Process/ Procedures; <ul style="list-style-type: none"> <li>• Application for export license</li> <li>• Premises inspection</li> <li>• Paying application fee</li> <li>• Presenting import invoice</li> </ul> Requirements; <ul style="list-style-type: none"> <li>• Business registration with Rwanda Development Board (RDB)</li> <li>• Business plan with proof of adequate financial (or credit) resources</li> <li>• Remain open for inspection by NAEB officers at all times</li> </ul> | <ul style="list-style-type: none"> <li>• USD 100 application fee for coffee export license</li> <li>• FRW 200 (USD 2 Cents) application fee for Phytosanitary certificate</li> <li>• USD 100 per declaration. The tariff of the clearing agencies handling fees is set by the Rwanda Freight Forwarders Association</li> <li>• FRW 3,000 (USD 3) for processing online declaration</li> <li>• Total: the estimated total cost is USD 203</li> </ul> |
| 2.   | <b>Certificates of origin:</b> <ul style="list-style-type: none"> <li>• It is issued by NAEB</li> <li>• It is necessary to profit from trade agreements granting preferential market access to certain Rwandan export products.</li> </ul>   | <ul style="list-style-type: none"> <li>• Application for the certificate</li> <li>• Present export license</li> </ul>   |   |
| 3.   | <b>Certificate of quality:</b> <ul style="list-style-type: none"> <li>• It is issued by NAEB</li> <li>• It specifies the type and grade of the coffee to be exported.</li> </ul>   | Bring consignment to NAEB warehouse & obtain certificate of analysis (done on consignment by consignment basis)   |   |
| 4.   | <b>Phytosanitary certificate:</b> <ul style="list-style-type: none"> <li>• It is issued by the Rwanda Agriculture and Livestock Inspection and Certification Services (RALIS)</li> <li>• It certifies that the plants or plant products covered by the certificate have been inspected according to appropriate procedures; are considered to be free from quarantine pests; and are considered to conform with the current phytosanitary regulations of the importing country.</li> </ul> | Process/Procedures; <ul style="list-style-type: none"> <li>• Application for phytosanitary certificate</li> <li>• Product inspection</li> </ul> Requirements; <ul style="list-style-type: none"> <li>• Inspection by RALIS</li> </ul>   |   |

Note: The procedures and requirements are applicable for all exports valued FRW 500,000 or higher (an equivalent of around USD \$500). This means that the procedures

are applicable to businesses of all sizes including SMEs.

## PRODUCT REQUIREMENTS

# Tea



## Standards certification

In the tea sector, certification is akin to a market tool for exporters looking forward to sell their product at premium prices. Certification for private standards is voluntary, although these are de facto required in addition to the public standards. NAEB provides for conformity with ISO 22000:2005 certified for safety assurance.

Although private standards are diverse depending on different markets, the following four Private Certification Standards dominate the global market; Rain Forest Alliance, UTZ, Fair Trade and Organic.

According to RSB, as Rwanda Standards Regulator in reference to the *Official gazette NO 31 of 05/08/2013*; the mandatory standards in tea sector are;

- Black Tea Specification RS 31
- Green Tea Specification RS 118

## Growing and Production

Rwandan tea growing regions are endowed with the ideal climate; tropical, volcanic soils and well distributed rainfall ranging between 1200 mm to 1400 mm per annum. Most of the tea grown in Rwanda is processed manually, using the Crush, Tear, Curl (CTC) method, making it suitable for use in blends popular in most black-tea markets. Higher-quality Rwandan teas are processed following the traditional method of picking the tender leaves and bud cyclically, which are

thereafter, dried and allowed to be "fermented" by enzymes.

The following factors contribute to the quality of Rwandan Tea;

- Rwandan Climate: Abundant rainfall, acidic soils and elevated grounds are conducive for growing tea.
- Its strength, bright colour, flavour and consistency in manufacturing is renowned all over the world as a superior beverage.
- Nature has endowed Rwanda with the best ecological conditions, making Rwandan Tea unique and consistent in quality.
- Sufficient labour that enables production of quality tea, a good altitude of 1800m above sea level - over 87 percent of the cultivated area (9,071 ha) is situated in the high mountain areas.

## Plucking, Manufacturing and Quality

- Rwanda's distinct and high-quality tea is made from the upper two leaves and a bud.
- The young shoots are plucked in regular cycles ranging from seven to fourteen days. The CTC method is mainly employed to ensure maximum cup page per unit weight.
- Rwanda prides itself as the producer of high-quality black tea due to the good agronomical

and manufacturing practices and the ideal tea growing conditions.

- Rwanda tea liquors range between medium to fine qualities, which has resulted in its high demand on the global market.

## Leaves and granules (quality and grades)

The tea is graded into the following categories when processing:

- BP1: Broken Pekoe 1 forms about 12–14 percent of the total production. It has the largest size. The liquors are a bit light in body

but with encouraging flavouring characteristics

- PF1: Pekoe Fanning 1. This is about 58–60 percent and forms the bulk of the production. It is made up of black grainy particles slightly smaller in size than the BP1 grade.
- Fngs1 (Fannings): The mixture has traces of black tea and large amounts of smallish cut fibres often sifted out of the primary grades. F1 forms about 3–4 percent of the production and quite useful in tea bags due to its quick brewing, strong flavour and good colour.

| Testing Services and Prices for Tea |                                 |                   |            |
|-------------------------------------|---------------------------------|-------------------|------------|
| Product                             | Parameter                       | Test method (sop) | Cost (frw) |
| TEA                                 | Moisture content                | NQTL/FAL/SOP-7    | 20,623     |
|                                     | Dry matter                      | NQTL/FAL/SOP-7    | 20,623     |
|                                     | Total ash content               | NQTL/FAL/SOP-8    | 26,817     |
|                                     | Acid insoluble ash              | NQTL/FAL/SOP-10   | 28,383     |
|                                     | water soluble ash               | NQTL/FAL/SOP-12   | 28,383     |
|                                     | Alkalinity of water-soluble ash | NQTL/FAL/SOP-13   | 10,878     |
|                                     | Water extract                   | NQTL/FAL/SOP-11   | 10,668     |
|                                     | Crude fiber                     | NQTL/FAL/SOP-9    | 46,216     |
|                                     | Caffeine                        | HPLC method       | 101,076    |

## Export procedures and requirements

The Rwandan standard for green tea is referred to as RS 567 and was updated in 2011. The standard specifies:

- part of the plant suitable for making green tea for consumption (as a beverage)

- chemical requirements for green tea, indicating that the tea was produced in accordance with good practices.

The standard for Rwandan black tea is RS 37 and was updated in 2005. It sets out requirements and the methods of sampling and analysis of black tea.

The procedure for exporting tea from Rwanda starts at NAEB where the exporter applies for an

export license. The license is valid for a period of one year, renewable on request. This application is to be accompanied by a certificate of domestic company registration and costs about USD 103.

The exporter is then required to obtain two permits; a certificate of origin and an SPS certificate. While the certificate of origin is intended to assist the produce get preferential tax benefits, the SPS certificate attests that the plants or plant products have been inspected and are considered to be free from quarantine pests and conform with the current phytosanitary regulations of the importing country. The latter certificate is issued by RALIS.

The whole export consignment is taken to NAEB in order for the exporter to obtain a Certificate of Analysis. It is weighted and a sample is taken for laboratory analysis. It is worth noting that the

results of the analysis can be electronically delivered to the exporter.

The tea exporter will then contract a clearing agent whose mandate is to take care of the customs clearance aspect of the export. It costs about USD 100 to engage the services of a clearing agent. The consignment is then declared, this essentially involves submission of information relating to the goods being exported and the means of transport being used. Cargo declaration is done through a standardized form and an export declaration certificate is issued to this effect.

The whole consignment is then physically inspected, after which the exporter obtains the release documents. These documents include; a release order and an exit note. Lastly, the exporter obtains an exit confirmation at the border/exit customs office.

## TEA OVERVIEW

| <b>Requirements, Procedures and Fees Payable for Tea Exports</b> |   |   |  |
|--|---|---|--|
| <b>No.</b>   | <b>Certification/ documents, Involved institutions/ authorities</b>   | <b>Procedures/ other requirements</b>   | <b>Payable fees</b>  |
| 1.   | <b>Tea export license:</b> <ul style="list-style-type: none"> <li>• It is issued by NAEB.</li> <li>• It is valid for one year and renewable on request.</li> </ul>  | Process/Procedures; <ul style="list-style-type: none"> <li>• Application for export license</li> <li>• Premises inspection</li> <li>• Import invoice</li> <li>• Pay application fee</li> </ul><br>Requirements: <ul style="list-style-type: none"> <li>• Business registration with Rwanda Development Board (RDB)</li> <li>• Business plan with proof of adequate financial (or credit) resources</li> <li>• Remain open for inspection by NAEB officers at all times</li> </ul> | <ul style="list-style-type: none"> <li>• FRW 200 (USD 2 Cents) application fee</li> <li>• USD 100 per declaration. The tariff of the clearing agencies handling fees is set by the Rwanda Freight Forwarders Association</li> <li>• FRW 3,000 (USD 3) for processing online declaration</li> <li>• Total: USD 103 (the estimated total cost is USD 103)</li> </ul> |
| 2.   | <b>Certificates of origin:</b> <ul style="list-style-type: none"> <li>• It is issued by NAEB.</li> <li>• It is necessary to profit from trade agreements granting preferential market access to certain Rwandan export products.</li> </ul>   | <ul style="list-style-type: none"> <li>• Application for certificate</li> <li>• Present export license</li> </ul>   |  |
| 3.   | <b>Certificate of quality:</b> <ul style="list-style-type: none"> <li>• It is issued by NAEB.</li> <li>• It specifies the type and grade of coffee to be exported.</li> </ul>   | Bring consignment to NAEB warehouse & obtain certificate of analysis (done on consignment by consignment basis)   |  |
| 4.   | <b>Phytosanitary certificate:</b> <ul style="list-style-type: none"> <li>• It is issued by RALIS</li> <li>• It certifies that the plants or plant products covered by the certificate have been inspected according to appropriate procedures; are considered to be free from quarantine pests; and are considered to conform with the current phytosanitary regulations of the importing country.</li> </ul> | Process/Procedures; <ul style="list-style-type: none"> <li>• Application for phytosanitary certificate</li> <li>• Product inspection</li> </ul><br>Requirements; <ul style="list-style-type: none"> <li>• Inspection by RALIS</li> </ul>  |  |

Note: The procedures and requirements are applicable for all exports valued FRW 500,000 or higher (an equivalent of around USD \$500). This means that the procedures are applicable to businesses of all sizes including SMEs

## PRODUCT REQUIREMENTS

# Avocado



## Avocado production in Rwanda

Rwanda has inherent advantages in the production of avocado and produces a range of avocado varieties such as Hass, Fuertes, Ettinger, among others. Among the Fuertes, there are more than 15 species which are produced and marketed with high content of fat. The local variety of avocado is also superior in taste and consistency. In Rwanda, avocados are grown countrywide, both by cooperatives and small-scale farmers. Highest production activities are concentrated in the southern and eastern provinces.

Although, the production is available throughout the year, the peak season is from March to August. The Hass and Fuertes avocados are highly appreciated on the international market due to their unique quality and appearance. Rwandan avocados are commercially valuable and are cultivated in tropical climates producing a green-skinned fruit that ripens after harvesting.

The fruit is primarily pear-shaped, but some varieties are also almost round. They weigh between 150 g to 275 g each. Avocados are used not only in salads and the popular guacamole, but also in breads, desserts, main dishes, and in non-culinary creams for facials and body massages.

Avocados provide nearly 20 essential nutrients, including fiber, potassium, Vitamin E, B-vitamins and folic acid. They also act as a "nutrient booster" by enabling the body to absorb more fat-soluble nutrients, such as alpha and beta-carotene and lutein, in foods that are eaten with the fruit. Out

of 32 varieties available in Rwanda, three are grown specifically for export and those are Hass, Fuertes and Ettinger.

## Maintaining the Quality of Avocados

The following considerations are taken into account in order to ensure and maintain the best quality for Rwandan avocados;

- No usage (or rare use) of farm sprays and only relying on farmyard manure for soil enrichment purposes.
- Harvesting avocados at least 15 to 18 months after the onset of flowering.
- Pick only the fruits that have changed to a purplish tinge for hass and are a deep green but still firm for Fuerte. No matter the variety, there is a need to ensure that none is ripe during the picking time to prevent transit softening.
- Storing the avocados at temperatures of less than 5°C. Store them in a cool, dry environment away from direct sunlight to keep their colour and aroma.
- For exports, transporting the avocados in refrigerated vehicles on the same day of packing for air freight. Being perishable, ideally the shipment should reach its destination within a day or two from dispatch.



- In the case of avocados for export, the growers are required to have Global GAP certificates.

## Export procedures and requirements

### The Rwanda Avocado standards: RS CODEX STAN 197:2007 Avocado – Specification

The Rwandan standard for avocado is referred to as RS CODEX STAN 197. It was updated in 2007. The standard sets out the minimum requirements for avocado to be considered fit for export. This includes; cleanliness, devoid of any visible foreign matter, having a stalk not more than 10 mm in length which must be cut off cleanly, free from any foreign smell or taste among others.

The procedure for exporting avocados starts with the exporter obtaining a horticulture export license from NAEB. The license is valid for a period of one year but is renewable on request.

The exporter then proceeds to obtain two permits; a phytosanitary certificate and a certificate of origin. The phytosanitary certificate is issued by RALIS. It is intended to certify that the avocados have been inspected and are considered to be free

from quarantine pests and conform with the current phytosanitary regulations of the importing country. The certificate of origin on the other hand affords the exported products preferential trade arrangements, for instance those listed under EU's Everything-But-Arms (EBA) scheme.

In order to ascertain the quality of avocados, a field visit is undertaken by an official from the Quality Assurance and Regulatory Division of NAEB, after which the exporter proceeds to contract the services of clearing agent who deals with customs clearance.

The exporter then declares the cargo, which involves a declaration of the type of export and the mode of transport being used for the export to reach its destination. This is followed by payment of a processing fee to Rwanda Revenue Authority. The fee is approximately USD 3.

The consignment then proceeds to be inspected by a customs officer, following which the exporter is handed over two release documents; a release order and an exit note. Lastly, the exporter is issued with an exit confirmation at the border/exit customs office. This is subject to presenting the following original documents: invoice, export declaration, release order and exit note.

## AVOCADO OVERVIEW

| <b>Avocado Export Certification Procedures and Fees Payable</b> |   |  |  |
|---|---|--|--|
| <b>No.</b>  | <b>Certification/ documents, Involved institutions/ authorities</b>   | <b>Procedures/ other requirements</b>  | <b>Payable fees</b>  |
| 1.  | <b>Avocado export license:</b> <ul style="list-style-type: none"> <li>It is issued by NAEB</li> <li>It is valid for one year and renewable on request</li> </ul>  | Process/ Procedures; <ul style="list-style-type: none"> <li>Application for export license</li> <li>Field visit</li> <li>Import invoice</li> <li>Paying application fee</li> </ul><br>Requirements/standards set by RSB: <ul style="list-style-type: none"> <li>Proper practice for Packaging and Transport of fresh fruits and vegetables</li> <li>General Standard for the labelling of pre-packaged Foods</li> <li>General Principle for Food Hygiene</li> <li>Requirements for HACCP system</li> </ul> | <ul style="list-style-type: none"> <li>FRW 200 (USD 2 Cents) for application fees</li> <li>USD 150 per declaration. The tariff of the clearing agencies handling fees is set by the Rwanda Freight Forwarders Association</li> <li>FRW 3,000 (USD 3) for processing online declaration</li> </ul> Total: FRW 3,200 + USD 150 (estimated total cost is USD 153) |
| 2.  | <b>Certificates of origin:</b> <ul style="list-style-type: none"> <li>It is issued by NAEB.</li> <li>It is necessary to profit from trade agreements granting preferential market access to certain Rwandan export products.</li> </ul>   | <ul style="list-style-type: none"> <li>Application for certificate</li> <li>Bring consignment to NAEB warehouse for inspection</li> <li>Present export licensee</li> </ul>   |  |
| 3.  | <b>Phytosanitary certificate:</b> <ul style="list-style-type: none"> <li>Issued by RALIS</li> <li>It certifies that the plants or plant products covered by the certificate have been inspected according to appropriate procedures; are considered to be free from quarantine pests; and are considered to conform with the current phytosanitary regulations of the importing country.</li> </ul> | <ul style="list-style-type: none"> <li>Application for phytosanitary certificate</li> <li>Pack house inspection</li> </ul><br>Requirements; <ul style="list-style-type: none"> <li>Inspection by RALIS</li> </ul>  |  |

Note: The procedures and requirements are applicable for all exports valued FRW 500,000 or higher (an equivalent of approximately USD \$500). This means that the procedures are applicable to businesses of all sizes including SMEs.

## PRODUCT REQUIREMENTS

# Chili Oil

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## Chili Farming and Production in Rwanda

Chili is widely grown and then supplied to local agribusinesses, for processing into chili oil, which is locally consumed and exported to various foreign markets. Rwandan chili has high demand on the local, regional and international markets. It is also used in the manufacture of medical products. Popular export destinations of the chili oil are Europe and Asia.

Chili Varieties grown include:

- The Rwandan Bird Eye Chili.
- Red Chili
- Orange Chili
- Yellow Chili

Rwanda red chili pepper (one of the ripe varieties of *Capsicum frutescens* and *Capsicum chinense*) is a red-colored pepper that grows green before ripening into scarlet hue. It is a high capsaicin type that can reach a level of 350,000 Scoville heat units (SHU). It has a number of varieties including cayenne, habanero and bird's eye. It flourishes best in dry areas, with well-drained soils if its to develop high capsaicin content. Rwandans call them *puwavuro* in Kinyarwanda or *pili pili* in Swahili. One of the most popular exports of chili from Rwanda is a by-product of the pepper, namely *Akabanga* oil. It helps to make for spicy meat, eggs, bacon and even cassava for locals and international consumers alike.

## Best practices to ensure good quality for chili

- Employing low use of chemical sprays to reduce contamination.
- Harvesting chili peppers when they have attained a firm pod exterior (by now their colour will have turned partially red over the pre-maturity green).
- After harvesting, the chilies are dried by hanging them upside down (this is done in less humid but mildly hot interior conditions).
- Sorting the pods by their sizes (the smallest go under the label small and then the medium, large and extra-large sizes).
- Appropriate packaging is required (sticking the correct labels names of the product, the packing date, the source and the net weight).
- In regard to storage, the Rwandan red chili peppers are required to be stored in a cool, dry environment that reduces dehydration (maintaining cold temperatures of 0°C). Storing peppers in a dimly lit room is recommended to avoid discolouration of the pods due to light effects.
- For chili exports, the cargo is transported to the airport in Kigali via refrigerated vehicles. This has to be done expeditiously to ensure that clients receive the product so that the cargo will reach clients in a day or two.

- It is also important to note that the chili growers are required to acquire Global GAP certificates.

## Quality requirements as provided by the Rwanda Standards Board (RSB) – DRS 304-1

Reference made to the following standard: Codex stan 307: Chillies standards

According to the requirements set by RSB, the chili peppers shall be:

- Whole; the stalk (stem) may be missing, provided that the break is clean, and the adjacent skin is not damaged;
- Fresh; produce affected by rotting or deterioration such as to make it unfit for consumption is excluded;
- Firm;
- Clean, practically free of any visible foreign matter;
- Practically free of pests and damage caused by them affecting the general appearance of the produce;
- Free of abnormal external moisture (excluding condensation resulting after removal from cold storage);
- Free of any foreign smell and/or taste;
- Free of damage caused by low and/or high temperatures;
- Chili peppers shall be harvested at an appropriate degree of development, in accordance with the criteria prescribed for

the variety and the area in which they are grown;

- The development and condition of the chili peppers shall be such as to enable them: to withstand transport and handling; and to arrive in satisfactory condition at the place of destination.

## Classification

Chili peppers may be classified in three classes defined below:

|               |   |
|---------------|---|
| “Extra” Class | Chili peppers in this class shall be of superior quality. They shall be characteristic of the variety. They shall be free of defects, with the exception of very slight superficial defects affecting an area of up to 0.5 percent of the produce surface, provided these do not affect the general appearance of the produce, the quality, the keeping quality and presentation in the package.  |
| Class I       | Chili peppers in this class shall be of good quality. They shall be characteristic of the variety. Slight defects, however, may be allowed, affecting an area of up to 2.0 percent of the product surface, provided these do not affect the general appearance of the produce, the quality, the keeping quality and presentation in the package.  |
| Class II      | This class includes chili peppers which do not qualify for inclusion in the higher classes, but satisfy the minimum requirements specified in Section 2.1 above. Defects, however, may be allowed, affecting an area of up to 3.0 percent of the product surface, provided the chili peppers retain their essential characteristics as regards the quality, the keeping quality and presentation. |

## Testing services and prices for Chili sauce

| Product     | Parameter              | Test method (sop) | Cost (frw) |
|-------------|------------------------|-------------------|------------|
| Chili sauce | Total solids           | RS 123:2012       | 17,416     |
|             | Acidity as acetic acid | RS 123:2012       | 7,698      |

## Export procedures and requirements

The Rwandan standard for chili peppers is referred to as RS Codex stan 307. It sets out the minimum requirements for chili peppers to include; clean and practically free from any visible foreign matter, the chili must be whole, the stalk might be missing but the break is clean and the adjacent skin is not broken. It must also be free from any foreign smell.

In order to export whole chili, the exporter will have to obtain a Horticulture export license from NAEB. The license is valid for a period of one year, renewable on request.

The exporter is then required to get a phytosanitary certificate issued by RALIS. A phytosanitary certificate attests that the plants or plant products have been inspected and are considered to be free from quarantine pests and conform with the current phytosanitary regulations of the importing country.

The procedure for exporting chili oil starts with the exporter obtaining an export license from the Rwanda Food and Drug Authority. The license is valid for a period of one year but is renewable on request.

The exporter will then proceed to obtain a certificate of product certification from RSB.

To obtain certification, the exporter is required to take a sample of their product to RSB. The RSB certificate proves that the goods have undergone specified testing obtaining the desired results. Tests on products are carried out against national

standards, international standards, specific government regulation and other client specifications.

## CHILI OIL OVERVIEW

| <b>Procedures for Certification of Chilis and Fees Payable</b> |  |  |   |
|--|--|--|---|
| <b>No.</b>   | <b>Certification/ documents &amp; Involved institutions/ authorities</b>   | <b>Procedures/ other requirements</b>  | <b>Payable fees</b>   |
| 1.   | <b>Export license:</b> <ul style="list-style-type: none"> <li>It is issued by the Rwanda Food and Drugs Authority</li> </ul>   | <ul style="list-style-type: none"> <li>Application for export license</li> <li>Application for product certification</li> <li>Proof of payment</li> <li>Audit and sample collection</li> <li>Product testing</li> <li>Audit report</li> <li>Import invoice</li> </ul>  | <ul style="list-style-type: none"> <li>FRW 30,000 (USD 35) for application fee</li> <li>FRW 100,000 (USD 105) for audit fees</li> <li>FRW 100,000 (USD 105) for license fees</li> <li>Total: FRW 230,000 (USD 245)</li> </ul> |
| 2.   | <b>Certificates of origin:</b> <ul style="list-style-type: none"> <li>It is issued by the Rwanda Revenue Authority (RRA) Customs Department.</li> <li>It is necessary to profit from trade agreements granting preferential market access to certain Rwandan export products.</li> </ul> | <ul style="list-style-type: none"> <li>Application for the certificate</li> <li>Present export license</li> </ul>  |   |
| 3.   | <b>Product certification (S-Mark):</b> <ul style="list-style-type: none"> <li>It is issued by RSB</li> </ul>   | <p>Process/ Procedures;</p> <ul style="list-style-type: none"> <li>Application for license (S-Mark)</li> <li>Bringing samples to RSB for testing</li> <li>Product testing</li> </ul> <p>Requirements;</p> <ul style="list-style-type: none"> <li>Tests on products are carried out against national standards, international standards, specific government regulation and other client specifications.</li> <li>The testing covers documentation, processes, quality control, records, hygiene, maintenance and traceability. Tests on sample products are carried out against applicable standards. If there is nonconformity, corrective actions are shared in a preliminary report for the client to implement.</li> </ul> |   |

Note: The procedures and requirements are applicable for all exports valued FRW 500,000 or higher (an equivalent of around USD \$500 – at the time of writing this manual). This means that the procedures are applicable to businesses of all sizes including SMEs.

## PRODUCT REQUIREMENTS

# Processed Spices

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A spice is a seed, fruit, root, bark, berry, bud or other vegetable substance primarily used for flavouring, colouring or preserving food. Spices are distinguished from herbs, which are parts of leafy green plants used for flavoring or as a garnish. Various studies have shown that each spice is useful in its own way and is good for health. Spices in general stimulate appetite and increase flow of saliva and gastric juices, which is useful for digestion.

In Rwanda, the common spices are produced from a herb known as cumin and sold to the local and export markets. Rwanda cumin (*Cuminum cyminum*) is a drought-resistant herb that also acts as a spice. It is locally referred to by the Swahili term of *binzari*, especially when consumed with rice. It is among the most nutritious herbs with around 350% iron content, a nutrient that promotes oxygen circulation in blood. The physical appearance of the 30-centimeter high plant includes a few flowers that sprout directly from it. The blooms are pink or cream in color. The plants bear pods with seeds measuring 5 mm in length. Each pod has a single seed which serves as additives to cooked food.

The consumption of cumin on a daily basis provides a ready supply of iron at 368 percent of the daily value. This is good for keeping the brain healthy, preventing chronic diseases and maintaining less toxic blood. The other high mineral is calcium (93 percent) and magnesium (91 percent) of the daily value. Dietary fiber,



important for digestion, comprises 44 percent of the recommended daily amount, while Vitamin A comprises 25 percent. Vitamin B-6 makes up 20 percent, a satisfactory margin supporting cell metabolism functions. This is also an energy source with 14 percent of the daily needs of carbohydrates.

## Requirements for Growing Rwandan Cumin and Producing Good Quality Spices;

- Managing the land with farmyard manure and reducing the application of chemical sprays.
- Rwanda cumin is harvested when the pods have turned into a brown colour (looking for firm fruits which the workers test by clasping by hand). If after the test, the pod releases its seed easily, then it passes as ready for picking.
- Immediately after all the pods are harvested, they are delivered by baskets to the drying shed.
- Before cleaning the harvested cumin, they are dried by hanging them upside down in sheds, which takes a few days.
- The seeds are then threshed and washed.

- They are then passed through a device that cracks them and the threshed seeds move on through the conveyor to the cleaning machine.
- The results are maximized by maintaining at least two passes for the seeds to be clean. Usually, an oil content of 36 percent is expected per seed once it has gone through this phytosanitary routine.
- The seeds are packed after cleaning them (the packing process is finalized by indicating the produce name or variety, the date of packing, the net weight and the country of origin on the attached label).
- The cumin is then stored in a cool, dry environment at the basic temperature of 10°C.
- The produce is kept free of contaminants or discoloration by storing it separately and away from sunlight.
- The cumin cargo has to be transported to the airport in Kigali by special trucks with modified environment interiors (the consignment is expected to reach the destination in one or two days after the date of dispatch).
- The growers are required to obtain Global GAP certificates.

| Testing services and prices for Spices |                   |                   |            |
|--|-------------------|-------------------|------------|
| Product                                | Parameter         | Test method (sop) | Cost (frw) |
| Curry and chili powder (Spices)        | Sudan I,II,III,IV | LC/MS/MS          | 152,468    |
|  | Sudan red 7B      | LC/MS/MS          | 38,300     |
|  | Sudan Orange G    | LC/MS/MS          | 38,300     |
|  | Rhodamine B       | LC/MS/MS          | 38,300     |

## Export procedures and requirements

The procedure for processed spices begins with the exporter obtaining an export license from the Rwanda Food and Drug Authority. The license is valid for a period of one year but is renewable on request.

The exporter will then proceed to obtain a product certification from RSB. In order to obtain the certification, the exporter is required to take a sample of their product to RSB. The RSB certificate proves that specific goods have undergone testing and indicate the desired

results. Tests on products are carried out against national standards, international standards, specific government regulation and other client specifications.



## PROCESSED SPICES OVERVIEW

| <b>Spices Certification procedures and Fees Payable</b> |   |  |   |
|---|---|--|---|
| <b>No.</b>  | <b>Certification/ documents, Involved institutions/ authorities</b>   | <b>Procedures/ other requirements</b>  | <b>Payable fees</b>   |
| 1.  | <b>Export license:</b> <ul style="list-style-type: none"> <li>• It is issued by the Rwanda Food and Drugs Authority</li> </ul>  | <ul style="list-style-type: none"> <li>• Application for export license</li> <li>• Application for product certification</li> <li>• Proof of payment</li> <li>• Audit and sample collection</li> <li>• Product testing</li> <li>• Audit report</li> <li>• Import invoice</li> </ul>  | <ul style="list-style-type: none"> <li>• FRW 30,000 (USD 35) for application fee</li> <li>• FRW 100,000 (USD 105) for audit fees</li> <li>• FRW 100,000 (USD 105) for license fees</li> <li>• FRW 95,000 (USD 100) for declaration</li> <li>• Total: FRW 325,000 (USD 345)</li> </ul> |
| 2.  | <b>Certificates of origin:</b> <ul style="list-style-type: none"> <li>• It is issued by the Rwanda Revenue Authority (RRA) Customs Department.</li> <li>• It is necessary to profit from trade agreements granting certain Rwandan export products preferential market access.</li> </ul> | <ul style="list-style-type: none"> <li>• Application for certificate</li> <li>• Presentation of export license</li> </ul>  |   |
| 3.  | <b>Product certification (S-Mark):</b> <ul style="list-style-type: none"> <li>• It is issued by RSB</li> </ul>  | <p>Process/ Procedures;</p> <ul style="list-style-type: none"> <li>• Application for license (S-Mark)</li> <li>• Bringing samples to RSB for testing</li> <li>• Product testing</li> </ul> <p>Requirements:</p> <ul style="list-style-type: none"> <li>• Tests on products are carried out against national standards, international standards, specific government regulation and other client specifications.</li> <li>• The testing covers documentation, processes, quality control, records, hygiene, maintenance and traceability. Tests on sample products are carried out against applicable standards. If there is nonconformity, corrective actions are shared in a preliminary report for the client to implement.</li> </ul> |   |

Note: The procedures and requirements are applicable for all exports valued FRW 500,000 or higher (an equivalent of around USD \$500). This means that the procedures are applicable to businesses of all sizes including SMEs.

# Important References

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## Institutions

- Rwanda Standards Board (RSB) at P.o.Box7099, Kigali, Rwanda Toll Free: 3250 E-mail: [info@rsb.gov.rw](mailto:info@rsb.gov.rw) RSB ePortal: [www.portal.rsb.gov.rw](http://www.portal.rsb.gov.rw) Tel: +250 252 586 103/582945 KK 15 Rd, 49 Website: [www.rsb.gov.rw](http://www.rsb.gov.rw)
- Rwanda Development Board (RDB) at [www.rdb.gov.rw](http://www.rdb.gov.rw)
- Rwanda Agriculture and Livestock Inspection and Certification Services (RALIS) at [www.eralis.minagri.gov.rw](http://www.eralis.minagri.gov.rw)
- National Agricultural Export Development Board (NAEB) at [www.naeb.gov.rw](http://www.naeb.gov.rw)
- Rwanda Revenue Authority (RRA) at [www.rra.gov.rw](http://www.rra.gov.rw)
- Ministry of Agriculture and Animal Resources at [www.minagri.gov.rw](http://www.minagri.gov.rw)
- Ministry of Trade and Industry at [www.minicom.gov.rw](http://www.minicom.gov.rw)

## Documents

- *Rwanda Mandatory standards Booklet* (2013) by the Rwanda Standards Board (RSB)
- Rwanda Standards Board (RSB) Document – Products and Services Charges (RSB/FIN/02)
- World Trade Organization (WTO) Document WT/TPR/S/384 – Rwanda/ Annex III

## Laws and regulations

- Arrêté ministériel n° 4/76. Taxe rémunératoire pour tout contrôle phytosanitaire, délivrance de certificats phytosanitaires et constat de qualité ou d'avarie.
- EAC Rules of origin 2015
- East African Community Common External Tariff 2017
- East African Community Customs Management Act
- Law N° 16/2016 du 10/05/2016 on plant health protection in Rwanda
- NAEB requirements for coffee export license application
- N° 13/2017 of 14/04/2017 establishing National Agricultural Export Development Board (NAEB) and determining its mission, organization and functioning
- RALIS portal user guide
- Regional local clearing tariff
- The East African Community Customs Management Regulations, 2010
- Law n° 50/2013 of 28/06/2013 establishing Rwanda Standards Board (RSB) and determining its mission, organization and functioning
- National Quality Testing Laboratories testing scope Section II: chemistry laboratories covers most of the processed food products.

- Product certification flow chart
- Regional and local clearing tariff
- The East African Community Customs Management Regulations, 2010

## Website/ Internet Sources

- The Rwanda Trade Portal is available on [www.rwandatrade.rw](http://www.rwandatrade.rw)
- <https://trade.ec.europa.eu/tradehelp/trade-regime-and-general-product-safety>
- [https://ec.europa.eu/info/business-economy-euro/product-safety-and-requirements/eu-product-requirements\\_en](https://ec.europa.eu/info/business-economy-euro/product-safety-and-requirements/eu-product-requirements_en)
- [https://ec.europa.eu/taxation\\_customs/business/customs-controls/safety-health-environment-customs-controls\\_en](https://ec.europa.eu/taxation_customs/business/customs-controls/safety-health-environment-customs-controls_en)

