

Legal Notice No.....

THE ENERGY ACT, 2006

(No 12 of 2006)

IN EXERCISE of the powers conferred by Section 103 (1) of the Energy Act, 2006, the Cabinet Secretary for Energy and Petroleum makes the following Regulations

**THE DRAFT ENERGY (IMPROVED BIOMASS COOKSTOVES)**

**REGULATIONS, 2015**

- Citation*            1. These Regulations may be cited as the Energy (Improved Biomass Cookstoves) Regulations, 2015.
- Application*        2. These Regulations shall apply to manufacturers, importers, distributors, technicians and contractors of Improved Biomass Cookstoves; and institutions using biomass fuels for cooking and heating purposes.
- Interpretations*    3. In these Regulations, unless the context otherwise requires –  
“**Act**” means the Energy Act No. 12 of 2006;  
“**approved**” means authorisation granted by the Commission;  
“**biomass**” has the meaning assigned to it under the Act;

"**commission**" has the meaning assigned to it under the Act;

"**contractor**" means a person that provides goods or services to another entity under terms specified in a contract;

" **cookstove**" means a device where biomass fuel produces heat for cooking and heating applications through combustion;

"**distributors**" means a person who is involved in sourcing cookstoves from manufacturers and selling to retailers and other end users;

"**improved biomass cookstove**" means a biomass cookstove that complies to the relevant Kenya Standards;

**Institutional users**" means any person or facility producing food for sale for more than ten people and it includes entities listed in the First schedule;

"**Licence**" means any document or instrument in writing granted under these Regulations, to any person authorizing the Manufacture, importation, distribution and installation of Improved Biomass Cookstoves;

"**manufacturers**" means a person who makes cookstoves components or products through a process involving raw materials,

components, or assemblies;

“**technician**” means a person licensed by the Commission to undertake the manufacture and/ or installation of improved biomass cookstoves.

*Requirements for* 4.

*Manufacturers,* (1) A person manufacturing, importing, distributing, or installing  
*Importers,* Improved Biomass Cookstoves shall be required to obtain the  
*Distributors,* necessary Licence from the Commission.

*Contractors,*

*Technicians and* (2) Institutional Users utilizing biomass for cooking, heating and other  
*Institutional* energy requirements shall be required to install Improved Biomass  
*Users* Cookstoves.

(3) Contractors and technicians of Improved Biomass Cookstoves shall be required to issue an installation completion certificate and a user manual with appropriate illustrations in any of the Kenya official languages.

(4) Institutional Users of Improved Biomass Cookstoves shall be required to maintain records that will detail the name of the Manufacturer, technical specifications, annual biomass consumption, date of Installation, Distributor, Technician, Contractor, and certificate of completion.

(5) Institutional Users of Improved Biomass Cookstoves who fail to maintain the records referred in paragraph (4), shall pay a fine of one hundred thousand shillings.

*Requirements for* 5 (1) A person shall not install any kind Improved Biomass Cookstove  
*Licensing of* unless they hold a valid Licence issued by the Commission.  
*Improved Biomass* (2) A person wishing to be licensed by the Commission as a Technician  
*Cookstoves* shall be required to-  
*Technicians* (a) meet the required qualifications as set out in the Second  
Schedule  
(b) pay to the Commission the fee set out in the Third Schedule.  
(c) fill an application form as set out in the Fourth Schedule and

(3)The Commission may, upon receipt of an application, grant to the applicant either of the following classes of Technician Licence-

- (a) **Class J1 Licence**, which shall entitle the holder to carry out installation and maintenance of Improved Biomass Cookstoves for households;
- (b) **Class J2 Licence**, which shall entitle the holder to carry out installation and maintenance of Improved Biomass Cookstoves for households and institutional users;
- (c) **Class J3 Licence**, which shall entitle the holder to carry out installation, maintenance and specifications for importation of Improved Biomass Cookstoves for households and institutional users.

*Requirements for Licensing of Improved Biomass Cookstoves Manufacturers, Importers,*

6 (1) A person shall not manufacture, import, distribute, or install any kind of Improved Biomass Cookstoves unless the person holds a valid Licence issued by the Commission.

(2)A person wishing to manufacture, import, distribute, or install any kind of Improved Biomass Cookstoves shall make an application to the

*Distributors and  
Contractors*

Commission in the form prescribed in the Fifth Schedule.

(3) Where under this regulation a person who is not a Technician applies to be licensed by the Commission as a Manufacturer, Importer, Distributor or Contractor, that person shall be required to have in his employment a licensed Improved Biomass Cookstoves' Technician.

(4) The Commission, upon receipt of an application under this section, may grant one of the following Licences -

(a) **Class B1 Licence**, which shall entitle the holder to carry out manufacturing, distribution and installation of household Improved Biomass Cookstoves only, in which case the licensee shall be required to have in employment at least a Class J1 Technician;

(b) **Class B2 Licence**, which shall entitle the holder to carry out distribution and installation of household and institutional improved biomass cookstoves, in which case the Contractor shall be required to have in employment at least a Class J2 Technician;

(c) **Class B3 Licence**, which shall entitle the holder to carry out manufacturing, distribution and installation of household and Institutional Improved Biomass Cookstoves, in which case the licensee shall be required to have in employment at least a Class J2 Technician;

(d) **Class B4 Licence**, which shall entitle the holder to carry out importation, distribution and installation of household and institutional biomass cookstoves, in which case the licensee shall be required to have in employment at least a Class J3 Technician.

(5) An application for the licensing as a Manufacturer, Importer, Distributor, or Contractor shall be made to the Commission in the manner prescribed in the Fifth Schedule and such application shall specify the class of Licence in respect of which the application is made.

(6) Any person applying for a Licence under sub-regulation (4) shall pay to the Commission the fee prescribed in the Sixth Schedule.

*General conditions for Licences* 7 (1) The Commission upon receipt of an application may approve or reject a Licence application and in the event that it rejects an application, it shall write to the applicant giving reasons for such refusal.

(2) The Commission may require or cause an applicant under these Regulations, to be examined, in such manner as it may determine, upon any matter or thing in connection with the application for the purpose of engaging in or undertaking improved biomass Cookstoves manufacturing, importation, distribution or installation.

(3) The Commission shall determine all applications expeditiously and in any case, not later than ninety days from the date of receipt of the application.

(4) A Licence issued under this Regulation shall be valid for one year from the date of issue.

*Powers of Inspection* 8 (1) The Commission or its agent may carry out inspection, in relation to the manufacture, importation, distribution or installation of Improved Biomass Cookstoves in accordance with The Act.



(2) Upon request and after inspection, the Commission shall issue a compliance certificate where the Manufacturer, Importer, Distributor, Contractor or Institutional User of Improved Biomass Cookstoves complies with these Regulations.

(3) An inspection under sub-regulation (2) shall be carried out at the Commission's cost and the compliance certificate shall be valid for a period of one year.

(4) Where the Commission finds that the provisions of these Regulations have been contravened by a Manufacturer, Importer, Distributor, Contractor, Technician or Institutional User, or that a condition has arisen which has the potential of contravening these Regulations, the Commission or its agent may issue a non-compliance notice thereof and impose a fine of

(5) A notice issued under sub-regulation (4) shall state-

(a) the specific provisions which have been or are likely to be

contravened;

(b) the measures which should be taken to rectify the contravention;

and

(c) the period within which the notice shall be complied with.

(6) The Institutional Users, where applicable, shall upon request by the Commission or its agent provide any information required in order to ascertain the performance of the Improved Biomass Cookstoves in a format set out in the Seventh Schedule.

(7). Any person who by self, servant, or agent obstructs the Commission or its agent from carrying out inspection for purposes of paragraph (1), shall be liable on conviction to a fine not exceeding one million shillings, or to imprisonment for a term not exceeding one year or both such fine and imprisonment.

*Suspension and  
Revocation of  
Licences*

9 (1) The Commission may suspend or revoke any Licence issued under these Regulations upon being satisfied that the Licencee has contravened any of the terms and conditions of the Licence or any provision of the Act.

(2) Upon the suspension or revocation of a Licence under sub regulation (1), the Commission shall, through a written notice to such Licensee, issue a communication which shall set out the reasons thereof and such notice may disqualify the Licensee from holding a Licence or a particular type of Licence for such period as the Commission deems fit.

(3) When a Licence issued by the Commission expires and an application for renewal is not made for two consecutive years, upon application for renewal, the applicant shall be required to give compelling reasons to the Commission as to why the Licence ought to be renewed unless the applicant had before expiry of the Licence informed the Commission in writing of the intention and reasons for not renewing the Licence.

(4). Where the Commission suspends or revokes the Licence of a manufacturer, importer, distributor, contractor or technician, it shall remove the name of the holder from the register of Licensees for the period being Licenced under these Regulations.

(5) Every Licence, unless it is suspended or revoked, shall remain in force until it expires and shall not be transferable and may be renewed subject to such conditions as may be specified by the Commission.

*Application for  
Renewal and  
replacement of  
Licence*

10 (1) Application for renewal of a Licence shall be made at least ninety days before the expiry date of the Licence in the manner prescribed in the Fifth Schedule.

(2) Application for renewal of a manufacturer's, importer's, distributor's, contractor's or technician's Licence shall be accompanied by annual returns of their activities to the Commission in the format prescribed in the Eighth Schedule.

(3) Where, upon application, it is shown to the satisfaction of the Commission that a Licence has been lost, destroyed or defaced; the Commission may issue a duplicate Licence.

*Warranty on  
Improved Biomass  
Cookstoves*

11 (1) A Manufacturer, Importer, Distributor, Contractor or Technician shall provide a warranty to the customer for the Improved Biomass Cookstoves for the periods set out in the relevant Kenya Standards.

(2) A Manufacturer, Importer, Distributor, Contractor or Technician

shall ensure the warranty period is clearly indicated on any displayed Improved Biomass Cookstove product.

*Disposal of Improved Biomass Cookstoves*      12 The disposal of Improved Biomass Cookstoves shall be as per the applicable Kenya environmental laws and the relevant National Environment Management Authority Regulations.

*Offences and*

*Penalties*

13 (1) Any person who -

- (a) By self, servant, or agent undertakes or carries out any Improved Biomass Cookstoves manufacture, importation, distribution, contracting or installation work without being the holder of a Licence then in force appropriate to the work undertaken or carried out or without being under the direction of such a Licence holder;
- (b) contravenes or fails to comply with any of the terms and conditions of any Licence issued under these Regulations or willfully gives false or misleading information relating to these Regulations;
- (c) submits or causes to be submitted to the Commission or its agent a completion certificate, where applicable, which the person knows or has reason to believe is false in any material particular therein;
- (d) being an owner or occupier of any institution or any developer or contractor of any premises, causes or permits to be carried out upon the institution any improved biomass Cookstoves installation work in contravention of these Regulations;

commits an offence and shall upon conviction be liable to a fine not exceeding one million shillings, or to imprisonment, for a term not exceeding one year, or both such fine and imprisonment.

(2) The procedure in the Ninth Schedule shall apply to any person who by self, servant, or agent contravenes any of these regulations.

### **First Schedule**

**r. (3), r. 4(2) and r. 4(4)**

### **List of Institutions**

List of institutions required by Regulation 4 (4) to use improved biomass cookstoves-

- i. Schools
- ii. Hotels & Restaurants
- iii. Health Facilities
- iv. Prisons
- v. Colleges
- vi. Caterers
- vii. Safari Camps (for food cooking only)
- viii. Food Kiosks
- ix. Homes or Villages for Children, elderly and physically challenged
- x. Bakeries

**Classes and Qualifications of improved biomass Cookstoves technicians**

**1. Class J1**

Any person applying to be licensed as Class J1 improved biomass cookstoves technician shall have any of the following minimum qualifications-

- i. (a) Ability to read, write and with basic knowledge on energy efficiency & conservation, environment, and safety
- (b) Ability to use measuring equipment/instruments used in installation of domestic cook stoves;
- (c) Hands on experience where the person participated in successful installations of at least ten household Improved Biomass Cookstoves under supervision of an Improved Biomass Cookstoves Technician.

or

- ii. (a) Ability to read, write and with basic knowledge on energy efficiency & conservation, environment, and safety



- (b) Ability to use measuring equipment/instruments used in manufacture or maintenance of household cookstoves;
- (c) At least one year experience in manufacture or maintenance of household Improved Biomass Cookstoves under supervision of a Licenced Improved Biomass Cookstoves Technician.

## 2. Class J2

Any person applying to be Licenced as Class J2 Improved Biomass Cookstoves Technician shall have any of the following minimum qualifications-

- i. (a) Met all the requirements of Class J1;
- (b) Be a holder of a KCPE certificate or equivalent and a Government Trade Test in welding/ Masonry /Plumbing or its equivalent and participated in successful installations of at least five institutional Improved Biomass Cookstoves under supervision of an improved biomass cookstoves technician;
- (c) Basic qualifications on energy efficiency and conservation, environment, and safety

or

- ii. (a) Met all the requirements of Class J1;
- (b) Be a holder of a KCPE certificate or equivalent and a Government Trade Test in welding/ Masonry /Plumbing or its equivalent and at least one year experience in manufacture or maintenance of institutional improved biomass Cookstoves under supervision of an Improved Biomass Cookstoves Technician;
- (c) Basic qualifications on energy efficiency and conservation, environment, and safety

### 3. Class J3

Any person applying to be Licenced as Class J3 Improved Biomass Cookstoves Technician shall have any of the following minimum qualifications-

- i. (a) Met all the requirements of Class J2;
- (b) Be a holder of a KCSE certificate or equivalent and participated in successful installations of at least five institutional Improved Biomass Cookstoves under supervision of an improved biomass cookstoves technician;

(c) Certificate in energy efficiency and conservation, environment, or safety

or

ii. (a) Met all the requirements of Class J2;

(b) Be a holder of a KCSE certificate or equivalent and at least one year experience in manufacture or maintenance of institutional Improved Biomass Cookstoves under supervision of an Improved Biomass Cookstoves Technician;

(c) Certificate in energy efficiency and conservation, environment, or safety

**Third Schedule**

(r.5 (2))

**Technician's Licencing Fees**

Technicians			
Class of Of Licence	Application Fee (KShs)	License Fee (Kshs)	Renewal Fee (KShs)
J1	400	1000	1000
J2	400	1500	1500
J3	400	2000	2000

**Fourth Schedule**

(r.5 (2))

Technician's Licence Application Forms

APPLICATION FOR AN IMPROVED BIOMASS COOKSTOVES TECHNICIAN  
LICENCE

*(This application form is for persons applying for either Class J1, J2 or J3)*

The Director General

Energy Regulatory Commission

P.O. Box 42681, 00100 GPO

NAIROBI

I

.....

hereby apply to be Licenced as an Improved Biomass Cookstove Technician in  
accordance with the Energy (Improved Biomass Cookstoves ) Regulations, 2013  
for the following class\* of Licence-

Please tick (✓) as appropriate

Class J1 Licence, which shall entitle the holder to carry out installation and maintenance of Improved Biomass Cookstoves for households

Class J2 Licence, which shall entitle the holder to carry out installation and maintenance of Improved Biomass Cookstoves for households and institutions

Class J3 Licence, which shall entitle the holder to carry out installation, maintenance and specification for importation of Improved Biomass Cookstoves for households and institutions

Purpose of Application: New Application  Renewal  (Please tick (✓) as appropriate)

1. Name of applicant

.....  
.....  
.....

2. Details of applicant :

a. Nationality (attach a copy of Identification Card or Passport)

.....

b. Income Tax Personal Identification

Number:.....

c. Postal

Address:.....

.....

d. Email

Address:.....

e. Telephone or Cell phone

number(s):.....

f. Town/County:.....

.....

*(Insert additional lines as appropriate)*

3. Qualification Details

i. Academic qualifications

*Attach the relevant certificates*

4. Experience/ Professional qualifications.





5. For new applications, certified copies of the following documents should be submitted with the application for a Licence-

a) If Kenyan, a copy of ID card or passport, or if non-Kenyan a copy of current work permit, where applicable, together with copies of relevant pages of the passport;

b) Copy of PIN certificate.

6. For renewal of a Licence, only a photocopy of the current and returns report should be submitted

7. Have you applied for a Licence in the past? Yes  No  If yes,

i. Licence No.....

ii. Issued on.....

8. Has any previous application for a Licence been rejected under these regulations? Yes  No  (If Yes, give details)

.....  
.....  
.....  
.....

9. Has any previous Licence been cancelled under these Regulations? Yes

No  (If Yes, give details)

10. ....  
.....  
.....  
.....

(Insert additional lines as appropriate)

**DECLARATION**

I hereby, declare that the information provided in this application is true and accurate. I understand that it is an offence, under the Energy Act 2006, to give false information in an application for a Licence.

I commit to abide by the Energy (Improved Biomass Cookstoves) Regulations, 2013 and any rules and by-laws for the time being in force there under.

Name of Applicant .....Designation ..... Signature  
..... Date .....

**REFEREES**

(The following details to be completed by one Licenced and independent improved biomass cookstoves technician who shall vouch for your competence to be Licenced as an improved biomass cookstoves technician, and any other referee)

**1<sup>st</sup> Referee**

I certify that the information given in this form is true and correct to the best of my knowledge

Full

name.....

.....

*(Block letters, surname first)*

Occupation.....

.....

Class ..... Licence Number

.....

Postal

address.....

.....  
.....

Email Address:.....

Telephone number(s):.....

Date..... Signature.....

**2<sup>nd</sup> Referee**

I certify that the information given in this form is true and correct to the best of my knowledge

Full name.....

*(Block letters, surname first)*

Occupation.....

Postal address.....

.....

Email Address:.....

Telephone number(s):.....

Date..... Signature .....

**Fifth Schedule** (r.6(2)), (r.6 (5))and (r 10(1))

**IMPROVED BIOMASS COOKSTOVES APPLICATION FORM FOR LICENSE**

*(This form to be used for application for an Improved Biomass Cookstoves Manufacturer, Importer, Distributor and Contractors( Either Class B1, B2, B3 or B4 license)*

The Director General

Energy Regulatory Commission

P.O. Box 42681, 00100 GPO

NAIROBI

I/We

.....

hereby apply to be Licenced as an Improved Biomass Cookstoves *Manufacturer, Importer, Distributor, And Contractor* in accordance with the Energy (Improved Biomass Cookstoves) Regulations, 2013 for the following class\* of Licence-

Please tick (✓) as appropriate

❑ Class B1 Licence, which shall entitle the holder to carry out manufacturing, distribution and installation of household biomass cookstoves only, in which case the Licencee shall be required to have in employment at least a Class J1 Technician;

❑ Class B2 Licence, which shall entitle the holder to carry out distribution and installation of household and institutional biomass cookstoves, in which case the contractor shall be required to have in employment at least a Class J2 Technician;

❑ Class B3 Licence, which shall entitle the holder to carry out manufacturing, distribution and installation of household and institutional biomass cookstoves, in which case the Licencee shall be required to have in employment at least a Class J2 Technician;

❑ Class B4 Licence, which shall entitle the holder to carry out importation, distribution and installation of household and institutional biomass cookstoves, in which case the Licencee shall be required to have in employment at least a Class J3 Technician.

11. Purpose of Application: New Application  Renewal  (Please tick (✓) as appropriate)

12. Name of applicant

.....  
.....  
.....

13. Details of applicant :

a. Income Tax Personal Identification

Number:.....

b. Postal Address:.....

c. Email Address:.....

d. Telephone number(s):.....

e. LR/ Plot No..... Building Name.....

f. Street/:.....

g. Town/County:.....

14. Location of business premise(s)

a. ....

b. ....

c. ....

*(Insert additional lines as appropriate)*



15. Give full details of proprietors or partners owning business or directors/shareholders of the company, as applicable.

Name.....

Nationality .....

*(Insert additional lines as appropriate)*

16. State if you are or any of your partners/directors is an un-discharged bankrupt. (If so indicate the names).

a. ....

b. ....

c. ....

*(Insert additional lines as appropriate)*

17. For new applications, certified copies of the following documents should be submitted with the application for a Licence:

a) If Kenyan, a copy of ID card or passport, or if non-Kenyan a copy of current work permit, where applicable, together with copies of relevant pages of the passport;

b) Relevant entry permits(s) for non-citizens;

- c) Copy of Business name Registration Certificate or Certificate of Incorporation and Memorandum and Articles of Association in case of a company (whichever is applicable).
- d) Lease agreement or letter from landlord confirming tenancy.
- e) PIN and VAT certificates.
- f) Valid Tax compliance certificate
- g) Any other document that may be required by the Commission from time to time

18. For renewal of a Licence, a only photocopy of the current Licence and a returns submission report should be submitted

19. Name and address of bank(s) or financial institution(s) where the business account(s) is/are maintained

- a).....
- b).....
- c).....

*(Insert additional lines as appropriate)*

20. Previous work experience as per you application.

.....  
.....  
.....  
.....

*(Insert additional lines as appropriate)*

21. Have you applied for a Licence in the past? Yes  No  If yes,

iii. Licence No.....

iv. Issued on.....

v. Issued by.....

22. Has any previous application for a Licence been rejected under these regulations? Yes  No  (If Yes, give details)

.....  
.....  
.....  
.....

23. Has any previous Licence been cancelled under these regulations? Yes   
No  (If Yes, give details)

**DECLARATION**

I/We hereby, declare that the information provided in this application is true and accurate. I/We understand that it is an offence, under the Energy Act 2006, to give false information in an application for a Licence.

I/We commit to abide by the Energy (Improved Biomass Cookstoves) Regulations, 2013 and any rules and by-laws for the time being in force there under.

Signature of Applicant ..... Date .....

Signature of Applicant ..... Date .....

Signature of Applicant ..... Date .....

**REFEREES**

(The following details to be completed by one Licenced and independent Improved Biomass Cookstoves Technician who shall vouch for your competence to be Licenced as an Improved Biomass Cookstoves Manufacturer, Importer, Distributor or Contractor and any other referee)

**1<sup>st</sup> Referee**

I certify that the information given in this form is true and correct to the best of my knowledge

Full name.....

(Block letters, surname first)

Occupation.....

Class ..... Licence Number .....

Postal address.....

Email Address:.....

Telephone number(s).....

Date..... Signature .....

**2nd Referee**

I certify that the information given in this form is true and correct to the best of my knowledge

Full name.....

(Block letters, surname first)

Occupation.....

Postal address.....

Email Address:.....

Telephone number(s):.....

Date..... Signature .....

**Sixth Schedule Fees (r.6(6))**

Manufacturers, Importer, Distributors, Contractors			
Class of Of Licence	Application Fee (KShs)	License Fee (Kshs)	Renewal Fee (KShs)
B1	1000	2500	2500
B2	1000	3500	3500
B3	1000	5000	5000
B4	1000	7500	7500

**Seventh Schedule (r.8(6))**

**Improved Biomass Cookstoves Records**

- i. Type and amount of solid biomass fuel used over a given period (monthly or annually) in kilograms, tones or cubic metres.
- ii. Use of Improved Biomass Cookstoves (heating, cooking or both )
- iii. Number of people served by the institution over the period mentioned in (i)

<b>Period i.e. from Day/Month/Year to Day/Month/Year</b>	<b>Amount of wood used in ( Kg, Tones, M<sup>3</sup>)</b>	<b>Number of People Served</b>	<b>Use (Heating, Cooking or Heating and Cooking) (write as appropriate)</b>

**Institution:.....**

**Name: .....**

**Sign:.....**

**Date:.....**





## **Eighth Schedule**

(r. 10((2))

### **Returns Format**

#### **1. Improved Biomass Cookstoves Distributors, Contractors and Technicians**

When submitting your returns for the purpose of Licence renewal ensures that the following details are captured in your report-

- i. Number of Improved Biomass Cookstoves installed or serviced for the last one year
- ii. Type and make of Improved Biomass Cookstoves installed or serviced
- iii. Name, physical address, and contacts of the client

<b>S/ N</b>	<b>Typ e and Ma ke</b>	<b>Capac ity or Size</b>	<b>Number Installed (Institutio nal)</b>	<b>Number Installed (Househ old)</b>	<b>Number Serviced (Institutio nal)</b>	<b>Number Serviced (Househ old)</b>	<b>Instal led Locati on ( Regio n/</b>	<b>Client Name , Physi cal Addr ess</b>
-----------------	--	----------------------------------	--	--	---	---	--	---

							<b>District/ County)</b>	<b>and Contacts</b>
1								
2								

*(Insert additional lines as appropriate)*

## 2. Importers

When submitting your returns for the purpose of Licence renewal ensures that the following details are captured in your report-

- i. Number of Improved Biomass Cookstoves imported, installed or serviced for last one year
- ii. Types and make of Improved Biomass Cookstoves imported, installed or serviced
- iii. Name, address and telephone number of the manufacturer and country of origin.

S/N	Type and Make	Capacity or Size	Number Imported (Institutional)	Number Imported (Household)	Country of Origin	Number Serviced (Institutional)	Number Serviced (Household)	Installed location ( Region/ District/ County)	Client Name , Physical Address and Contacts
1									

2										
---	--	--	--	--	--	--	--	--	--	--

*(Insert additional lines as appropriate)*

### 3. Improved Biomass Cookstoves Manufactures

When submitting your returns for the purpose of Licence renewal ensures that the following details are captured in your report-

- iv. Number of Improved Biomass Cookstoves manufactured, installed or serviced for the last one year
- v. Type and make of Improved Biomass Cookstoves manufactured ,installed or serviced
- vi. Name, physical address, and contacts of the client

S/N	Typ	Capa	Numbe	Numbe	Numb	Numbe	Numb	Numb	Install	Client
-----	-----	------	-------	-------	------	-------	------	------	---------	--------

	e and Ma ke	city or Size	r Manuf actured (Institu tional)	r Manuf actured (House hold)	er Install ed (Instit utiona l)	r Installe d (House hold)	er Servic ed (Instit utiona l)	er Servic ed (Hous ehold)	ed Locati on ( Regio n/ Distric t/ Count y)	Name , Physical Address and Contacts
1										
2										

*(Insert additional lines as appropriate)*

## ANNEX 2

### COMPARISON OF VARIOUS LICENSING FEES WITH PROPOSED IMPROVED BIOMASS COOK STOVES LICENSING FEES

<b>Improved Biomass Cook stoves Technicians Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)
J1	400	1000	1000
J2	400	1500	1500
J3	400	2000	2000
<b>Manufacturers,Importers,Distributors and Contractors Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)
B1	1000	2500	2500
B2	1000	3500	3500
B3	1000	5000	5000
B4	1000	7500	7500

**Table 1: Proposed Improved Biomass Cook Stove Licensing Fees**

<b>Electrician Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)

C2	250	1000	500
C1	500	2000	750
B	750	3000	1000
A1	1000	5000	2000
A2	1000	5000	2000
<b>Electrical Contractors Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)
C2	250	1000	1000
C1	500	2000	2000
B	750	3000	3000
A1	1000	5000	5000
A2	1000	5000	5000

**Table 2: Electricity Licensing Fees**

<b>Solar Photovoltaic Technicians Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)
T1	250	1000	500



T2	500	2000	750
T3	750	3000	1000
<b>Manufacturers, Importers, Contractors/Vendors Licensing Fees</b>			
Class of Licence	Application Fee(Ksh)	Licence Fee(Ksh)	Renewal Fee (Ksh)
C1	500	1000	1000
V1	1000	2500	1000
V2	2000	5000	2500

**Table 3: Solar PV Licensing Fees**

## **Ninth Schedule**

**r. (9 (1), 13 (1))**

### **Procedure for Enforcement of Regulations**

The following procedure shall apply to a person who fails to comply with these regulations-

1. The Commission shall send to such person a notice to show cause which shall contain-
  - a. The details of the alleged breach.
  - b. The applicable penalty.
  - c. The period of time provided within which to show cause in writing or request to be heard in person.
2. The person shall be afforded a reasonable period of time, in any event not less than 14 days from the date of receipt, to respond to the notice in writing or request to be heard in person.
3. Where a person requests to be heard in person, the Commission shall arrange for the hearing and keep a record of all proceedings at the hearing.

A person may appear personally or through a duly appointed representative.

4. Upon submission of the response to the notice to show cause or upon the hearing, the Commission shall decide the matter and communicate its decision to the person with 14 days of receipt of the response or of the date of the hearing. This communication shall include-
  - a. A copy of the record of the proceedings in the case of a hearing.
  - b. A brief statement on reasons that led the Commission to make its findings.
  - c. The penalty imposed for the breach of the regulations.
  - d. The time within which the penalty (in the case of monetary fines) shall be paid.
  - e. A statement informing the person of his right to appeal the decision at the Energy Tribunal within the prescribed period.

Made on the ..... day of ..... 2015

**Davis Chirchir**

*Cabinet Secretary for Energy and Petroleum*