

SOMALI REGIONAL STATE

SOMALI REGION PASTORAL AND AGRO-PASTORAL RESEARCH INSTITUTE (SoRPARI)

SEED MANAGEMENT GUIDELINE

Initiated By:

Mohamed Sharif Ali Adam

Translated and Prepared By:

Abdikarim Mohammed Ali

Edited By:

Muhyedin Mohamud

Wasuu Mohammed (Prof)

JIGJIGA-ETHIOPIA

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1. GOVERNMENT'S BASIC SEEDS MANAGEMENT GUIDELINE

1.1. Introduction

Different research shows that, seed quality is important in enhancing production and productivities of agricultural production. Recognizing the benefit of seed quality, government has set policy platform which is helpful from seed breeding up to certification to ensure distribution of quality to the end users. As 85% of the released seeds quality are from government side, more emphasis was given to infrastructure, logistics and human resource required for basic seed development in addition to crop production consideration by allocating huge budget.

Although, huge budget was invested, complains on original seed such as gaps in availability and distribution, poor capacity, lack of sustainable production and distribution, lack of quality and lack of fairness in utilization of seed are raised so far. As a result, this public property is not reached to the formal producers in the sectors. Therefore, this guideline is prepared to solve the above mentioned complains and to build nation or region wide capacity of basic seed production.

Part One

General

1. Short Title

This guideline can be named as "Government's basic seeds management guideline No _____/2015"

2. Definition of Terminologies

2.1. "**Government released seed varieties**": Means it is a seed variety registered under seed record and under ownership of federal or regional level agricultural Research institute and Higher education.

2.2. "**Basic Seed**": Means it is breeders pre-basic and basic generation seed.

2.3. "**Legalized authorized body**": Means federal or regional bodies who have authorities to control seed quality

2.4. "**Competency certificate awarded body**" A certificate provided to the plant seed producers for their fulfilling all quality criteria for seed production"

2.5. "**Contract giver**": means requester for basic seed multiplication

2.6. "**Contract taker**: Means institute which multiply basic seed.

2.7. "**Regional bureaus**": Means agriculture sectors leading bureaus

2.8. "**Ministry**": It is Federal ministry of Agriculture

2.9. "**Research institutes**": Research and Higher education institutes administered either under Federal or Regional government

2.10. "**Basic seed producer**": Individual, cooperative, union, private or government agriculture research institute, Private or public higher education institute who have competency certificate from authorized body to produce basic seed. This does not include breeder seed.

2.11. "**Agreement form**": The agreement form prepared by ministry of agriculture for contract giver and taker.

3. Applicability Limitation of the guideline

3.1. This guideline is applicable

3.1.1. In any kind of basic seed produced under seed production system, for which its quality has been registered and which is administered by the government.

3.1.2. For those seed registered under different governmental research institutes.

3.1.3. For those pre-basic and basic seed producers certified by authorized bodies of the government.

3.1.4. For those breeders who's their quality is confirmed in research institutes laboratory

3.2. This guideline is not applicable

3.2.1. For those seed produced by private sectors

3.2.2. For those seed produced by Unions or cooperatives

3.2.3. For those seed produced by full fund of government public enterprise

4. The purpose of guideline

4.1. To supply and distribute registered crop varieties owned by governmental research institutes and guide it by plan for sustainable use.

4.2. To create a plat based on accountability and responsibilities between seed producers and demanders

4.3. To have database for seed related issue at national or regional level

Part Two

Preparation seed plan

5. Federal ministry of agriculture in collaboration with regional agricultural Bureau can prepares plan for certified seed based on the existing demands
6. Any certified seed producer's entity who wants to use government produced seed should be;
   6.1. Submit their plan to the concerned Region or Federal Agriculture Office
   6.2. Participate in the review plan workshop prepared by Federal or Regional Agriculture Bureau.
7. The plan preparation should be conducted three (3) years ahead before request for certified seed come
8. Keeping the point mentioned under article 7, The plan can be revised every year based on their importance
9. On the occasion of plan preparation if is believed that there is shortage of capacity to multiply the seed, seed multiplication role can be awarded to those entity with capacity to multiply the seed by agreement.
10. Seed plan can be prepared at National or Regional level once in the month between Tehsas/December to Yekatit/February

Part Three

Implementation of basic seed multiplication based on agreement

11. Basic seed multiplication can be carried by those entity who have license and certification for seed multiplication from government bodies.
12. To multiply basic seed, contractors/seed producers should;
    12.1. Take accountability for all seed they multiply either based on their own plan in agreement with other entity or based on demand for basic seed from market.
    12.2. If there is more demand from government side, they can order to multiply basic seed by other entity which might be out of their very plan.
13. Government basic seed multiplication agreement should be prepared by taking the following issue in to consideration;
    13.1. Should prepared based on Ethiopian standard for seed quality
    13.2. Amount or quantity of seed to be received
    13.3. Issue related to payment
    13.4. Delivery time

13.5. Termination of contract

13.6. Dispute resolution

13.7. Reporting unforeseen hazards

13.8. Other related issue

Part Four

Implementation of basic seed distribution

14. Basic seed can be implemented based on the information prepared/collected on the databases of Ministry or Region level and based on the presence of agreement.
15. For any kind of crops, government's basic seed distribution is strictly forbidden;
    15.1. For those entity engaged in seed multiplication business but couldn't have license and recognition from concerned/authorized government bodies.
    15.2. Governments basic seed can be distributed for those entities who have license and recognition/certificate from concerned government bodies.
16. If confirmed by Ministry or Region level office that the multiplied basic seed is above the demand of the country;
    16.1. Should discuss the issue with producers and check the quality of the seed if it can be used for the next season.
    16.2. Can be sold to farmer engaged in crop production based on the standard price or cut price for certified seed.
17. If contractor engaged in seed multiplication is failed to collect the seed based on the agreed time table, basic seed supplier can take either one of the following actions based on the agreed time table;
    17.1. Can distribute the basic seed to other certified entity who engaged in seed multiplication
    17.2. Can terminate the agreement. The contractor can shall claim their right either by negotiation or by laws.
18. If confirmed that, there is shortage in some type of seed crop;
    18.1. Ministry or region level office can order the distribution of basic seed for those entity with full capacity and engaged in seed multiplication
    18.2. Based on the above-mentioned issue, entity with full capacity can be identified based on the following criteria's

18.2.1. Considering that they have previous agreement (Experience)

18.2.2. Considering annul plan of the entity.

18.2.3. Ensuring whether the entity have strong enough internal quality control system.

18.2.4. Compatibility of entity's farmland for the type of seed to be multiplied.

18.2.5. Organization's farmland size.

18.2.6. Presence of irrigation facilities.

18.2.7. Capacity with respect to agricultural equipment.

18.2.8. Staffs capacity and their composition.

18.2.9. Ability to supply for other manufacturers.

18.3. They can give priority to the agreement based on the importance of the above criterions.

19. If confirmed that, some types of basic seed didn't get legal organization to multiply the basic seed;

19.1. Research institutes and ministry or region level office should discuss and set way to multiply such types of basic seed.

19.2. Identification of those seed (seed didn't get legal organization to multiply the basic seed) should be done by research institute and ministry or region level agriculture office.

Part Five:

Introducing the breeder seed for basic seed users

20. Any government research institutes or development organization who used registered breeder seed which either be government or private entities should;

20.1. Be responsible to introduce registered breeder seed to the farmers

20.2. Allocate 0.5% of the earned profit to the promotion of breeder seed through medias, preparation leaflet, etc.

20.3. Promotion of released seed varieties with minimum of 3 years old after harvest should be included before the actual planned seed introduction started.

20.4. As part of implementing or engaging in social responsibilities, introduction of breeder seeds should not only be done for those seed which have market demand but also for the other seeds which do not have market demand too.

21. Before conducting the introduction of pre-basic and basic seeds level in farmer's land found in one region;
    21.1. It is must to confirm that if there is collective plan prepared by the Region Agriculture Office, Research Institutes and Farmer Training Center.
    21.2. Introduction of such seed should be considered participation of certified entity engaged in seed multiplication of the area nearby.

Part six

A. Duties and responsibilities of stakeholders

a) Regional Agriculture Bureau

22. Should prepare plan by coordinating cooperatives and private sectors engaged in basic seed multiplication and send it to Ministry of Agriculture ahead of 1 month. The plan should take into consideration national level seed production goal and also consider region certified seed demand by crop and by breeds types.
23. During plan preparation of certified seed, it should include the number (amount) of basic seed multiplied by the region.
24. To capacitate the region with basic seed multiplication;
    24.1. The region should prepare five years indicative plan.
    24.2. The prepared plan should have the following contents.
        24.2.1. Responsible bodies who lead the seed multiplication in the office structure.
        24.2.2. Size of farmland handed to basic seed multiplier.
        24.2.3. Amount seed breed needed and research institutes producing it.
        24.2.4. Presence of breeder maintenance to ensure handling of breeder quality and appointments of experts.
        24.2.5. Presence of agreement between owner of the breeder seed and the other side to sustain the cooperation.
25. They should present the plan they submitted to the Ministry and incorporate all the comments provided during presentation.
26. They should work or cooperate with Ministry for the successful implementation of national basic seed multiplication plan.

b) Somali Region Pastoral and Agro-pastoral Research Institute (SoRPARI)

27. Should attend regional level of breeder, pre-basic and basic seed multiplication plan review. Based on this, they should have to cascade the plan to different research centers administered by the institute and make monitoring and evaluation.
28. Should conduct capacity building or enhance of breeder, pre-basic and basic seed multiplication capacity of different research centers administered by the Institutes.

c) Government basic crop seed producers

29. Based on the national plan for basic seed multiplication;
    - 29.1. Can get into/proceed to agreement with certified and basic seed producers based on the identified seed type.
    - 29.2. Based the agreement they signed, they can multiply basic seed by taking the into consideration the laws passed and agreed by the country and fulfilment national standard criteria for seed.
    - 29.3. They can distribute the produced seed once if it is confirmed by authorized bodies that the seed is produced, prepared and packed through quality procedure.
    - 29.4. On the occasion of multiplication and increment of breeder seeds, **Government basic crop seed producers** should confirm whether production of the seed go through internal quality audit inspection and it has labeling tag and pack the produced seed.
    - 29.5. If the multiplied basic seed is intended for pre-basic seed purpose, the quality of multiplied seed should be confirmed by authorized bodies.
    - 29.6. If the contract provider will not collect produced seed based the agreed time table;
        - 29.6.1. The seed can be distributed to certified entity engaged in seed multiplication with or without contract.
        - 29.6.2. If the available basic seed is above the demand of national level; it can be distributed to farmers for crop production and other users by discussing the issue with region agriculture bureau.

d) Certified seed producers

30. They should prepare plan for those certified seed which help to know demand for the basic seed they need and submit to region agriculture bureau or ministry for which they registered for ahead of one month to the national plan.

31. They should attend the national or regional plan review week prepared by the either region or ministry bureau they registered for.
32. They get into agreement with basic seed multipliers based on the approved plan through the address indicated for them.
33. They should collect produced basic seed for them based on the agreed time table after processing the necessary payment goes with the service.
34. If the contractors (Who agreed to multiply basic seed), failed to avail the seed based on the agreement, the issue can be solved by the region or ministry bureau either through negotiations or by laws.

e) Authorized bodies

35. In addition to the already existing guideline, they can prepare guideline regarding the procedure on how to give license and certificate for the entities engaged in basic seed multiplication.
36. They can set breeder seed quality control system in collaboration with the different seed producers.

Part Seven

Compliant hearing procedures and other issue

37. If there is any complain regarding the utility of government's breeder seed of basic seed;
    37.1. If the complaint registered at regional level, they should have to submit their complain within 30 days to the reginal agriculture bureau.
    37.2. If the complainer is not satisfied with feedback or decision of reginal agriculture bureau, they can submit their complain to the court within 30 days
38. If the entities registered under authorized bodies are found against plant breeder proclamation and this guideline;
    38.1. They can cancel/terminate the certificate provided to the seed producers.
    38.2. Based on administration decision;
        38.2.1. They are inhibited from using government's breeder seeds and also order the basic seed provider not to give basic seed to these seed producers.
        38.2.2. They informed by letter to the concerned bodies of the government to cancel/terminate their license.
        38.2.3. Based on the extent of their misconduct, further punishment may be imposed

2. GUIDELINE FOR QUALITY DECLARED SEED

2.1. Introduction

There are three type of seed system in Ethiopia so far such as formal, informal and intermediate seed system. Different research findings show that, less than 20% of demand for seed is managed in the formal seed system. Since it became impossible to satisfy the increasing demand for quality seed come farmers through formal seed system, there is an increasing production of seed through informal seed system to satisfy the growing demand for quality seed. This seed is provided to farmers without any quality confirmation which cost the country's agriculture production and productivity.

It is known that; seed quality is not only enhance agricultural production and productivities but also increase the different benefit the farmers will get from such enhanced production. On the other hand, availing high seed quality to farmers is not simple issue and farmers advised to use available seed with different quality level until it become possible to satisfy their demand. Based on this, it is important to design mechanism to capacitate farmers to utilize seed with high quality. Therefore, this guideline is designed in response to such request and it will be helpful to manage quality declared seed.

Part One

General

1. **Short title**

This guideline named to be "Guideline for Quality Declared Seed".

2. **Terminology definition**

2.1. ***Formal seed system:*** It is a kind of registered seed that is produced based on the country quality standard procedures and go through quality audit from adaptation up to marketing level.

2.2. ***Intermediate seed system:*** It is a kind seed produced in between the formal and informal system

2.3. ***Informal seed system:*** It is a kind registered seed produced informally through seed exchange between farmers and which couldn't go through quality audit from adaptation up to marketing level.

2.4. ***Seed production and distribution area:*** This concern zones and districts allowed to produce and distribute seed quality declared permitted by regional authorized body.

2.5. ***Local breed***: It is a kind of seed produced in single agro-ecology for long time.

2.6. ***Seed producers***: registered farmers or cooperative who engaged in quality declared seed production.

2.7. ***Seed lot***: it is the seed which the amount is known and can easily identified.

2.8. ***Certification seed quality declared***: it is quality audit system where 10% of quality audit process made for quality declared seed.

2.9. ***Internal breeder seed quality control***: This is where seed producers take responsibility of conducting seed quality by their own experts by using both field and laboratory inspection parameters.

2.10. ***External breeder seed quality control***: This is where authorized body take responsibility of conducting seed quality by the experts by using both field and laboratory inspection parameters.

2.11. ***Kuta Getam***: This is where farmers planned to produce same crop by merging plot of their land-based on agreement between them.

2.12. ***Identification mark***: Any label attached either internally or external part of the bag/pack which is used to describe about seeds in the bag.

2.13. ***Mini plot***: the farmland less than 10 hectare.

3. Guideline applicability Limitation

3.1. This guideline applicable;

3.1.1. On the breeder seed and seed which registered under certified quality seed registration system and those go through certified seed quality system.

3.1.2. On seed produced by private or cooperatives seed multipliers who are registered and have their own farmland.

3.2. This guideline is not applicable:

3.2.1. On cross breed crop seed

3.2.2. On seed exchanged between farmers

3.2.3. Forest seed products

3.2.4. On seed used for research purpose

3.2.5. On the seed produced under formal system which produced either by government or private seed producers.

4. Objective of the guideline

4.1. Overall Objective

- The general objective of this guideline is to implement quality declared seed in seed system and to enhance seed quality produced by cooperative and increase production and productivities of agricultural sector by distributing qualified seed and utilizing existing human and technology resources.

4.2. Specific objectives

a) To implement quality declared seed system in compatible with formal seed production system.

b) To ensure provision of quality seed in quantity, by type with farmers those having plot of land and cooperative engaged in seed production

c) To ensure provision of quality in the area where there inaccessible to provide quality through formal seed production system

d) To impart production and productivities by giving more emphasis to the type of local seed mostly needed by the community in the area where there inaccessible to provide quality through formal seed production system

e) To control illegal seed supply and distribution

Part Two

Preparation of quality principles and quality control

5. Quality declared principles

i. To facilitate alternative seed quality control system

ii. Setting of seed quality control system which is compatible with formal seed quality system but which not replace it.

iii. Consideration of those crops which not get more emphasis under formal seed quality control system.

iv. Setting cost effective seed quality control system.

v. Giving more responsibility of seed quality control to seed producers

6. About preparation of quality declared seed

6.1. Condition to be fulfilled in preparation quality declared seed

i. Should have standard ware house or the ware house should fulfil all the needed criteria's.
ii. Should have minimum of mini size seed cleaning machine or should have enough staffs who work on seed cleaning.
iii. Should have minimum of seed sealing machine or should have seed sealing either with rent or borrowing from others.
iv. Should have minimum of one-week training on seed preparation

7. About quality control and assurance

Quality assurance of quality declared seed is done by seed producers and the organ authorized for quality control at regional level. Implementation of quality assurance of quality declared seed is based on the standard set for seed by the Ethiopia quality agency.

7.1. Internal quality control system

Any quality declared seed should go through both field and laboratory quality control system

7.1.1. Field quality control

To conduct field quality control, it needs all necessary equipment either which might be own or borrow from other. Field quality control should include the following;

a) Should have manual used to conduct identification weeds that come up with different diseases.
b) Should have one 1 m^2 quadrant.
c) Should have counter.
d) Should have GPS.
e) Should have moisture analyzer.
f) Should have magnifier optics.
g) Should have plastic bag to take disease infected sample.
h) Weighing balance.
i) Other necessary equipment.

7.1.2. Laboratory internal quality control

If the seed producers have the capacity to do internal quality control at their laboratory, the laboratory fulfils the following criteria's;

a) The room should be 9 m^2 and only intended for this purpose.

b) Should have trier (equipment used for sample taking).
c) Should have seed safety equipment such analytical balance, table, magnifier optics, forceps and spatula.
d) Should have seed germination analyzer machine with at least minimum size seed germination bowl. If not fulfil this particular facility, they should make sure that they can get this service from other organization and come with their confirmation from authorized government bodies.

7.2. External quality control system

7.2.1. External field quality control

a) Declared seed quality control should be implemented based the standard set by Ethiopian Standard Agency.
b) External quality control should be implemented for farm land quality control of seed producers based on the principles that the farm land handling condition and ensuring that internal quality control is already in place.
c) Organization responsible to conduct external quality control should at least cover 10% of the whole farm land during conducting quality control.
d) The result from data obtained from the 10% of farm land can decide whether to accept and reject the quality.
e) 10% farmland quality control should be done/implemented based the formal farmland quality control system.

7.2.2. External laboratory seed quality control

a) Sample can only be taken from the farmland that has passed field level quality control
b) Looting and sample taking process based on the criterions of International Seed Trade Association (ISTA).
c) Organization responsible to conduct external laboratory quality control should take 10% of the sample from the ordered/collected lot.
d) Sample taking process and laboratory work should be in line with formal certification system.
e) The result from data obtained from the 10% sample can be representative whether to accept and reject the quality of the other 90 lot.

f) If quality declared seed is not used (not used for the intended purpose in the season), samples should be taken from all lots and decision can be reached/given based on the quality level of declared seed quality.

Part three

Registration and licensing

8. Seed registration

Despite the existing formal seed releasing and registration process, any certified/licensed declared quality seed producers should go through the following steps to register local seed;

a) Should fill the format (declared quality seed format) and submit to the nearby quality control body.
b) Should submit the request format to ministry of agriculture through regional quality control body.
c) Ministry of agriculture should register the request and send to the nearby research center to the requester/applicant so that the research center conduct behavior features inspection.
d) Based the request from the ministry of agriculture, the research institute should conduct behavior profile check/trials on the seed repeatedly for single crop season in single area. The result report is submitted to seed release and quality control directorate (If there).
e) Based the report, national/regional seed release committee should give decision
f) Based on the decision, the approved seed will be registered on seed registration record.

9. About quality assurance service provision

To produce declared seed quality, the following criteria's must be in place/fulfilled;

i. The farmers should be in team or in cooperative/association
ii. The members of association/cooperatives should have certified own land or should be confirmed that they should get farm land in rental. By agreement document for rental farmland should be confirmed.
iii. It should be confirmed that the land should suitable for farm land/seed production.
iv. Regarding the mini size of "*Kuta gatem*" farmland;
    - For staples crop minimum of five hectare
    - For oilseed and others seeds minimum of three hectares
    - For vegetable seed which is type of "*Kuta Getam*" and in one place minimum of one hectare

- For bulb tuber and those produced by cutting (sweet potato) which is type of "Kuta getam" and in one place or area, minimum of two hectares.
- For fruits and Tea and Coffee root stock minimum of 0.5 hectare.
- For cross pollination apple and mango and another minimum of five mother plant
- For inset and banana minimum of 100 plant
- For coffee seed production/provision minimum of 750 plant

i. Should have enough agricultural equipment

ii. Should have warehouse which can fulfil all the standard or confirmed that they can get such warehouse by rent.

iii. Farmer association engaged in seed production should hire professional with seed production or confirmed whether the association can get sustainable professional service from local agriculture office.

iv. Should have internal quality control system or confirmed whether they get such service from local or around.

10. About packaging, Labelling, Loading and Announcing result

10.1. Packaging

A. After cleaning the seed, producers and external quality control agent should label both from internal and external and then it should be packed

B. Mechanism should be in place to easily identify any attempt to change the label once it is packed.

C. The packaging bag should be high level packaging material and it should indicate organization logo clearly.

10.2. Labeling

10.2.1. The label should include the following information;

a) Name and address of the organization.
b) Types of seed crop and varieties.
c) Should have a text called "Quality Declared Seed".
d) Quality assurance certification number.
e) Level of seed.
f) Growth percentage.
g) Seed purity percentage

h) Seed moisture content percentage

i) Net seed weight

j) Production year

k) Packed date

l) Expiry date

m) Lot identification number

n) Text which indicates packaging is by chemical

10.2.2. Labeling should be prepared in a way to use only for one time to avoid re-utilization

10.2.3. Labeling should be designed in rectangular shape and have the following color mix

a) If the declared quality seed is first generation the label should be green color

b) If the declared quality seed is second generation and above the label should be with yellow color.

c) For all level seed quality, the minimum distance from one label tip to other is 3cm and highlighted with black color.

10.2.4. Ways to write lot number:

A. Year of examination/investigation.

B. Institute registration number.

C. Types of crops.

D. Farmland number.

E. Level of seed.

F. Seed cleaning place.

G. Lot number should be included.

10.2.5. Looting

A. One lot size should not be above the amount set by International Seed Trade Association (ISTA)

B. Pallet should place above the floor

C. Packed seed arrangement should be compatible for sample taking. Space between lot & wall and between lots should be suitable for a person who collect sample.

D. To facilitate air movement in ware house, make suitable for sample taking and to apply insecticide and other chemical;

- There is one-meter space or way in between lots and lot and wall.

- The space between roof and lots should be 1.5 meter.
- All corners of the warehouse should be designed in a way they get enough light and air movement.
- All windows intended for air entry/movement should have net made of metal wire.

10.2.6. About result announcement

A. The result from seed lot inspected by the inspector should announced to the seed producers by letter.
B. Seed cannot be sold or distributed before result announcement
C. For those seed lot which not fulfilled the required criteria's, it should be indicated in the result that, it will no longer used for seed and also will not distributed to the users.

11. About releasing/distributing quality declared seed

If the producers are a kind cooperative/association, the produced seed;

a) They can directly sell to farmers or
b) They can provide/supply to the local farmer unions
c) If the seed is produced by the farmer union, they directly supply to local farmers
d) They should have to send report regarding the seed distribution to the concerned bodies

Part Four

Various Provision

12. Duties and responsibilities of stakeholders

For the implementation of this guideline, the role of each stakeholder is most important in implementing this guideline, the role of each stakeholder is described as follows;

1. **FDRE ministry of agriculture seed release, protection and quality control directorate**

A. They lead registration process of local seed crop production under declared quality seed system
B. They establish information system/database for those seed which got permission/decision to produce under declared quality seed system.
C. They should check and collect request form related to permission for seed production under declared quality seed system.
D. They should receive the samples of seed for which request for seed production come after all necessary service payment finished. They should have to send the sample to the

region and to the recognized research institute/center from where it comes to conduct one term/season general assessment (behavior) on the sample.

E. If the seed go through all trails/general assessment and the report regarding the assessment is submitted, they should have to organize all the information and send to breeder ratification committee.

F. The committee can ratify the breeder based on the information provided to them and they should have given permission for production after collecting and having the information.

2. Breeding approval committee

In addition to their regular responsibilities, breeder approval committee should evaluate and include those breeders requested to be included under breeder registration system based declared seed quality system.

3. National agricultural research system

A. Based on the formal/regular cross breeding system, they conduct cross breeding and select the one with best performance. Then send to breeder ratification committee in order to ratify for further production.

B. They conduct research on best performing local breed which in the hand of farmers and give support to register the breeder through breeder ratification committee in collaboration with owner of breeder.

C. Conduct breeder selection process by participating farmers. Also, release the best breed selected by the farmers.

D. Demonstrate released or registered different technologies on farmers farmland or Farmer Training Centers (FTC) farmland and also conduct pre-extension work.

E. After conducting pre-basic seed multiplication, they conduct basic seed multiplication and then distribute to seed multiplayers group/seed producers.

F. Provide training on different technologies to the concerned bodies.

G. Give decision on centers responsible to protect declared quality seed.

4. Federal and Regional Agricultural Office

A. Based on the nation demand for seed, they decide amount declared quality seed to be distributed.

B. Have coordination roles among seed producers for production of declared seed quality.

C. Decided on place/area where to distribute quality declared seed in different region of the country.

5. Regional agricultural inputs quality control bodies

The following activities should be done to register those declared quality seed producers and distributors such unions and different farmers groups;

A. If the farmer group or unions want produce seed based on the declared seed quality system, Regional agricultural inputs quality control bodies should accept their request by filling through request form.

B. Make sure the seed they want to produce is already in the list of declared seed quality record.

C. Make sure if they fulfil all the competency assurance by sending inspectors to the region where they conduct seed production.

D. Provide competency assurance certificate to seed producers based the report provided by the inspectors/inspection report.

E. Send the plan and GPS supported address of the seed producers to the nearby seed quality control center.

6. Regional Breeder Seed Laboratories

A. Make sure the farmland of seed producer is suitable for the declared seed production based on the information/report sent from the region.

B. Make sure requested breeder by seed producers is listed in declared seed quality record.

C. Inspector should take 10% of representative sample of farmland during crop plantation time.

D. Representative from seed producers' group should be invited during field inspection in order to inform him any short come observed before seed production goes to the next steps. In addition to this, they confirm to the invited representative whether the seed production is failed or passed and signed him on the reporting format.

E. Should take sample from passed farmland lot, conduct laboratory investigation/analysis and provide seed quality report certificate.

F. Should share overall report from both field and laboratory report to seed producers and other concerned bodies.

G. Provide training in collaboration with regional seed quality control bodies regarding seed quality control procedures.

7. Different farmers Unions, offices and others sectors

A. They should provide awareness creation for different seed producers regarding implementation this guideline

B. Should make monitoring and evaluation whether seed producers are producing seed according to this guideline

C. Should make assessment on implementation gaps and challenges of this guideline and report to Federal/regional cooperative agency. Provide recommendation and work on modification the guideline with concerned bodies.

D. Provide capacity build work for different cooperative based the challenge they face in implementing this guideline.

E. Work on awareness creation to different cooperatives and their members regarding warehouse handling and agricultural products enhancement techniques.

F. Give support and monitoring service to transform cooperatives working on declared seed quality production to formal seed quality producers.

G. Work on linkage to distribute the produced seed.

H. Give support and monitoring service to cooperatives regarding research-based planning the cooperatives.

8. From Region up to District different level of government agricultural structure

A. Make monitoring on the implementation this guideline by different seed producers. Identify gaps and challenges up on implementation of the guideline. They can recommend alternative option for the better implementation of the guideline.

B. Work on promotion of identified or confirmed productive breed to the users.

C. Provide all necessary extension service to farmers/seed producers in the time farmland selection and preparation. Also, during seed selection time.

D. Support seed producers in ensuring that they go through internal seed quality process before their product is transferred for external seed quality audit.

E. Primarily inform amount of seed demand to the formal/recognized seed producers.

F. Give support and supervision service on the handling of left extra seed product.

G. give support and monitoring service for the establishment of internal seed quality control committee and also support internal seed quality control work.

9. Quality Declared Seed Producers

A. They can request for seed quality control service.

B. If their request get acceptance, they should produce quality declared seed according to the quality standard.

C. Based on the report from field level observation, they should implement the decision let some modification or discarding of some products.

D. Making sure the moisture content of the crop for harvest for those farmlands who already passed previous inspection.

E. Should take role of controlling harvesting of crops from those farmlands which failed (decided to discarded) from previous inspection work.

F. Should follow on time harvesting of those farmlands which get approval by previous inspection work.

G. Clean the harvested crop and arrange based lot arrangement

H. Make follow up on sample taking process of stored product and send request to the previous quality control laboratory.

I. Control over not distribution of those crop for which the laboratory result shows not used for seed purpose.

10. Non-governmental organization

A. Can provide support such as establishment of office, laboratory equipment, seed cleaning equipment to cooperative engaged in quality declared seed producers. In addition, they also provide different capacity building training.

B. Can provide support on the market linkage for quality declared seed system.

11. About complain management

A. If anyone has complain based on the decision with respect to this guideline, they can submit their complain to the concerned regional office within 30 days.

B. If anyone is not satisfied with decision of regional office, they can further submit their complain to the concerned justice bodies within 30 days.

12. Crimes and punishments

Anyone;

- Who supply seed which is not inspected its quality level (seed that didn't go through quality control inspection), or not fulfilled Ethiopian quality declared seed criteria's.
- If give bribery for the conduction of quality control during seed production, seed preparation and marketing or

Anyone;

- Provide mislead seed sample for investigation.
- Changes any sample taken according to this guideline,

Based on this guideline, writing mislead information on the application letter, changes/fading/labelling the provided certificates, label or other formal documents, they will be punished based on the punishments stated under revised seed proclamation number (782/2013) puts the Ethiopian seed system on legal footing. It is the basic seed law of the country addressing the key issues of variety release and registration, eligibility and certificate of competence for seed producers and seed quality assurance. Accordingly, all varieties, domestic or introduced, should be registered and all seed, produced locally or imported (including exported seed), should meet the nationally prescribed field and seed standards.

3. BREEDER SEED MULTIPLICATION AND ENTREPRENEURSHIP COMPETENCY CERTIFICATION MANAGEMENT GUIDELINE

3.1. Introduction

In Ethiopia, there are three main seed system namely formal, informal and intermediate. Different research shows that, the seed managed under formal seed system is too low in amount as compared to the other. In order to sustain the formal seed system, to capacitate those traders engaged in seed trade and to give them legal protection, system to be developed. Presence of such system is also important to ensure the sustainable availability of seed for farmers and agro-pastoral. For this reason, it become important and must to have plant seed multiplication and entrepreneurship competency certification management guideline which help to encourage and protect those engaged in seed business from illegal actors. This system is designed to be managed by the guideline to ensure that all region across the country is implementing it consistently.

Part One

General

1. **Short title:**

This guide is named as "**breeder seed multiplication and entrepreneurship competency certification management guideline number ____/2014"**

2. **Terminology definition**

2.1. ***Formal seed system***: It is a kind of registered seed that is produced based the country quality standard procedure and go through quality audit from adaptation up to sell level.

2.2. ***Intermediate seed system***: It is a kind seed produced in between the formal and informal system

2.3. ***Informal seed system***: It is a kind registered seed produced informally through farmers seed exchange and which couldn't go through quality audit from adaptation up to sell level.

2.4. Quality declared seed system: it is the system described by ministry of agriculture under guide number 1/2007

2.5. ***Formal Breeder seed producers:*** private, cooperative, government bodies who have license to produce seed registered under formal seed system.

2.6. ***Seed lot***: collection of seed with known amount which is arranged in suitable and easy to identify.

2.7. ***Breeder seed work***: this includes production, distribution, importing, exporting and selling of seed registered under formal seed system.

2.8. ***Seed distributor***: the one who have competency certification license who distribute stored seed as wholesaler to retailers or farmers with large farmland, that fulfill Ethiopia seed standard criterions, for which their source/origin is known.

2.9. ***Seed retailer***: the one who have competency certification license and collect seed from seed distributors or seed producers and then sell to users as retailer by keeping and handling the seed without opening the pack.

2.10. ***Internal plant seed quality control***: This is a kind of quality control (Field and laboratory) that the producers conduct by their own staffs based on the national quality standard criteria's**.**

2.11. ***External plant seed quality control***: This is a kind of quality control (Field and laboratory) done on those registered plant seed whether the seed producers produce the plant seed according to the standard set.

2.12. ***Kuta Getam***: This is where farmers planned to produce same crop by merging plot of their land-based on agreement between them.

3. Applicability limitation of the guideline

This guideline is applicable;

3.1. On those seed which passed certification process and registered under formal plant seed system.

3.2. For those legal bodies engaged in plant seed business such as distributors, seed producers, retailers, importers and exporters.

3.3. This guideline is not applicable;

a) On plant seed produced under declared quality declared system.
b) On plant seed exchanged among farmers.
c) On forestry seed.
d) On seed used for research purpose.

4. Objective of the guideline

To ensure legal way of importing, exporting, producing, preparation, whole selling, retailing of plant seed by giving certified license to private or organization who fulfil the criteria. On the other hand, the guideline is intended to give legal protection to the different actors such importers, exporters, wholesalers, retailers and end users of quality plant seed.

Part Two

Seed production competency certificate provision service criteria's

5. Seed for field crops

5.1. Production on farmland

5.1.1. Farmland can be private or government land which can be obtained through ownership, or Liz or in rent for which they can provide evidence/document related with farmland.

5.1.2. The farmland should be free from those dangerous weeds and disease recognized/identified by federal and regional level.

5.1.3. Farmland agro-ecology is suitable for the seed going to be produced. The farmland slope can be decided based the region/area ground situation and should be confirmed that there is no fear of flood from the nearby farmland which affect the quality of seed.

5.1.4. The farmland selected for seed multiplication should be suitable for monitoring and evaluation.

5.1.5. The farmland prepared by seed produced should fulfil the minimum size required based on the types of seed to be multiplied and based on the region condition, for the farmland of mini "*Kuta Getam*" size and overall size can be larger than the one described below;

5.1.5.1. **For field crops**

a) If the seed producers have their own farmland and want to produce non-self-pollinated crops, should have at least 10 hectares of farmland with its legal documents.

b) If the seed producers have their own or farmers farmland and want to produce hybrid variety of maize and sorghum crops, should have at least 40 hectares of farmland with its legal documents.

5.1.5.2. **For Vegetables and forage seeds**

a) If the seed producers have their own or farmers farmland and want to produce bulb and tubers, should have at least five hectares of farmland for vegetable and two hectares of farmland for forage seeds with its legal documents.
b) If the seed producers have their own or farmers farmland and want to produce botanical seed, should have at least two hectares of farmland for vegetable and 0.5 hectare of farmland for forage seeds with its legal documents.
c) If the seed producers have their own or farmers farmland and want to produce cutting for grapes, should have at least five hectares of farmland for vegetable and two hectares of farmland for forage seeds with its legal documents.

5.1.5.3. **For fruit seeds**

If the seed producers have his own or farmers farmland;

a) Bud and Scion intended as seed source, minimum of five plant seed
b) For cross breed seedling and root stock, minimum of one hectare
c) Cutting for grapes, minimum of 100 seed plant
d) For corms and banana, minimum of 500 plant seed
e) For inset, minimum of 100 plant seed

5.2. Professionals

5.2.1. The seed producers should have the capacity to hire professional with horticulture specialization or general crop science with at least diploma level.

5.2.2. The seed producers should have the capacity to hire professional with minimum of one-year experience with above mentioned specialization.

5.3. Agricultural equipment's

Based on the size of the farmland and the type of seed to be multiplied, the seed producers should have the capacity to avail the following agricultural equipment;

a) Tractor or oxen
b) Water pump for irrigation
c) Spading fork, Rake, weeding hoe, sickle, pick mattock, spade
d) Bulb planter
e) Harrow,
f) Plow
g) Fertilizer spreader

h) Cultivator

i) Backpack sprayer

j) Thresher

k) Seed driller

l) Hay baler

m) GPS and;

n) Other agricultural equipment based the types of seed crop which might be own or get by rent

5.4. Establishment of internal seed quality control system

5.4.1. For the field seed quality control

5.4.1.1. If seed producers engaged in production of hybrid varieties, they should have to hire at least on expert for every 200 hectares to conduct internal quality control.

5.4.1.2. If seed producers engaged in production of non-self-pollinated varieties, they should have to hire at least one expert for every for up to 500 hectares to conduct internal quality control.

5.4.1.3. All necessary equipment for field seed quality control should be fulfilled.

5.4.2. For laboratory of seed quality control

The following packages should be fulfilled for the internal quality control done laboratory

A. Seed moisture content test

B. Seed purity test

C. Seed germination test

5.4.3. Laboratory equipment needed to conduct seed quality test

In order to conduct the above-mentioned tests, seed producers either should fulfil or come with confirmation like agreement whether they get the laboratory service from external. The laboratory should at least fulfill the following;

a) Shelf used to put seed sample.

b) White table with (1.5X0.9 meter).

c) Moving chair.

d) Beam balance or analytical balance checked by conformity assessment Institute.

e) Seed moisture analyzer.

f) Graduate cylinder.

g) Forceps.
h) Sand and paper used for germination.
i) Purity board.
j) Sample trier.
k) Sieve.
l) Trowel.
m) Water proof bag (for sample taking).
n) Thermometer.

5.4.4. Seed laboratory design

5.4.4.1. Internal seed quality control laboratory should be minimum of 4X6M. Can be divided into two sections.

5.4.4.2. One of the sections can used for seed moisture content while the other section is used for seed germination test.

5.4.4.3. The ground floor should be made of concrete

5.4.4.4. The wall should be painted with white color

5.4.4.5. The height between the ground floor and the roof should be 3.5m. The roof should be separated from the iron sheet by some kind of board.

5.4.4.6. To get enough sun light, the window should made of mirror.

5.4.4.7. The window should be at least 1 meter above the ground floor. The area of the window should be minimum of 1.5X1.5m. Two of the windows should be to the east while the other two should to west side.

5.4.4.8. The light bulb should the one with florescence

5.4.4.9. The house set up (building) should from north to south

5.4.5. Laboratory Technicians

5.4.5.1. If the number of seed sample is up to 100, the expert mentioned above for the field seed quality test can hold it.

5.4.5.2. If the number of seed sample is above 100, the seed producers should hire one more expert either in fixed term of contractual.

6. Seed prepared by Tissue culture

In order to get competence/license for seed multiplication by Tissue culture, the following should be fulfilled;

A. Should have minimum BSc or above in horticulture
B. Should have laboratory which fulfill minimum international standard
C. Which can fulfil equipment used for tissue culture laboratory such as;
    1. Digital top pan/analytical balance
    2. pH meter
    3. water distiller
    4. Gas burners
    5. Autoclave
    6. Laminar flow hoods
    7. Incubation chambers
    8. Freezer (-20 ^{o}C)
    9. Refrigerator (4 ^{o}C)
    10. Vortex mixer
    11. Micropipettes
    12. DNA extraction equipment
    13. DNA probes
    14. Tissue grinder
    15. Centrifuge/micro centrifuge
    16. PCR
    17. Horizontal Gel electrophoresis
    18. Gel documentation unit
    19. Equipment for DNA fingerprinting
    20. Based on their need, the following chemicals/reagents
        i. Diagnostic reagents
        ii. cDNA reagents
        iii. polyclonal/monoclonal anti-bodies for diagnostic for commonly occurring viruses
        iv. primers

7. For those engaged in preparation vegetable seedling

The expert needed is similar to the one mentioned in the field quality control (5.2). In order to get competency/license in vegetable seedling preparation, the following criteria should be fulfilled;

a) They should have greenhouse made of plastic with metal colons
b) Should have thermal screen/shed screen
c) Seed storage room/section
d) Generation or propagation room
e) Seedling preparation equipment room/store
f) Seedling lamination line/room
g) Fertigation dossing pump
h) Chemical spraying machine
i) Hand and foot disinfection and cleaning facility
j) Seedling hardening room
k) Another equipment and chemicals

Part Three

Seed preparation competency certificate provision service criteria's

8. Experts/Professionals

8.1. Professional with minimum of general crop science or horticulture specialization with at least diploma level and above.

8.2. Professional should have minimum of one-year experience with above mentioned specialization and can be hired either as fixed term or contractual. Or the seed producers can give necessary training and use them as professional.

9. Warehouse

Once the seed is prepared, the warehouse where to store the seed should be lot system arrangement and fulfil the following criteria;

9.1. The building;

a) The building should be done from stone, block, bricks bond or from mad but should be plastered by concrete. The building has rectangular shape.
b) The setup of the building is from west to east side. (It should be built from West to East side).

9.2. Roof:

A. The colons should be set in the way they are suitable for lot system arrangement and cleaning. It also arranged in the way where it does not create suitable condition for pest and insect infestation.

B. The roof should be water proof. Or it should be built in the way where it doesn't allow water to pass through.

C. For the sake having enough space and height for lot system arrangement, the height of the roof from the ground should be 5 meters.

9.3. The wall

A. In order to avoid dust and insect infestation (Insect egg accumulation), any crack on the wall should be maintained.

B. The space or opening in between wall and the roof should not be more than 6 mm. Any suitable condition for the birds to build their nest, should be avoided.

C. To have enough internal lightening, the wall should be painted with brighten color.

D. When washing the wall, the paint should be water proof. Or should not be washed away.

9.4. The door:

A. Can have one or two large doors based on the importance on the front side of either one of the walls.

B. All large doors should be a kind movable door which should not allow rodents to pass. The moving part of the door should frame with metal and the space should not be more than 6mm.

C. To avoid door's rusting, the door should be first painted with primer then with enamel.

D. In order to avoid accident, come up with the door, the door should protective colon made of water tube with 10-15 cm diameter.

9.5. The floor

A. The floor should be at the height of 1.4m from outside or it should be in compatible with truck bed height

B. The floor should made of strong concrete which is not broken easily and water proof.

C. To avoid moisture, pallet made of twilight should be used.

9.6. Lightening

- In order to easily read the label posted on bags of seed, the warehouse should have the following set up;
  - The roof should be made of light transmitter sheet at some interval.
  - The lightening should be made of florescence and attached to the roof
  - The switch should be at gate/door of the warehouse.

9.7. Air movement

Based on the area where the ware house built in, in order to avoid the hotness, come from the roof and the moisture from the floor;

A. Exhaust fan should be installed at some interval based on the size of the ware house.
B. In every 2-meter interval, net with 6mm (for ventilation opening) should be set on every opposite side of the ware house.
C. At the top of the wall, the ventilation opening should not be allowed rain water to get into the ware house. Or should be made in the way where it doesn't pass the rain water.
D. The window should have ventilation net. And it should also have 50CMX1M size roof to avoid direct sun light from entering the warehouse.

9.8. Fire extinguisher

In order to avoid fire accident that may happen from in or around the warehouse, there should be fire extinguisher at every gate of the warehouse. The fire extinguisher should be maintained every time.

9.9. Air moisture meter and thermometer should be installed in the ware house.

9.10. Loading and Unloading

The ware house's loading and unloading facility should fulfill the following criteria's;

A. There should be protective cover for loading and unloading facility at gate area.
B. Sloping ramp should be made for hand well drive or for forklift at one side of the gate.
C. Truck should not get in to the warehouse, as they affect the warehouse and the seed stored.

10. Seed preparation equipment

10.1. Seed cleaning/purification room

A. Despite the space taken/occupied by seed purification equipment, the minimum space of the room should be more than 100 m^2.
B. The room should be built in a way it doesn't enter water/moisture.
C. The floor should be built from strong concrete which can hold heavy load
D. They should be bath room for staffs
E. The staffs should be provided with gaunt, safety shoes, face mask and other safety dress
F. Fire extinguisher should be installed

10.2. Seed preparation equipment

Equipment used for seed preparation should include the following;

A. Seed receptacle
B. Air screen cleaners
C. Pre-cleaner
D. Fine cleaner
E. Grader
F. Indented cylinder
G. Gravity separator
H. Different size sieve
I. Seed dresser
J. Weighing unit based on its importance
K. Bagging unit
L. Anti-dust Cyclone

Part Four

License provision for the privates engaged in service of farmland inspection and sample collection

11. To conduct inspection at farmland either in private or in group;

11.1. Should have BSc, degree and above in plant science or related field

11.2. Should have minimum five years' experience in farmland seed quality control service

11.3. Farmland inspection requester should fulfil the following equipment;

A. GPS
B. 1mX1m ($1m^2$) quadrant
C. Counter
D. Disease infected sample taking bag
E. Express moisture analyzer
F. Magnifier lance
G. Compendium
H. Have own logistic to deliver the service

12. To collect seed sample either in private or in group;

12.1. Should have minimum of diploma in plant science

12.2. Should have minimum of three (3) years of experience in seed sample collection

12.3. Those engaged in sample collection should fulfil the following equipment;

A. Sample trier.
B. Shelf to put seed sample.
C. Sensitive balance and also balance with capacity to weigh up to 1 kg.
D. Sample holding bag with water proof made of plastic, paper or cloth.

13. Should have license from recognized/authorized bodies to conduct farmer field inspection and seed sample collection

13.1. Those who have license for farmer field inspection, if they fulfill all the criteria need to collect seed sample, they can collect seed sample once they get license for this service too.

13.2. Those who have competency license for sample feasibility, they can't conduct field quality control.

Part Five

Competency service provision criteria for seed export and import and distribution

14. Education level and work experience

14.1. The one who have at least BSc in plant science or horticulture or the one who can hire such professional

14.2. The one who have at least one year of import and export of plant seeds or have one year of work experience in the area of plant seed related work.

15. About seed storage warehouse

15.1. Keeping all the criteria mentioned for ware house under part 3 and 4, if the warehouse is own, they should have ownership license of the ware house or if it in rent, they should have come with rental agreement.

15.2. Keeping all the criteria mentioned for ware house under part 3 and 4, the size of the ware house for vegetable seed should be based on nationally ratified lot standard and based on the availed quantity of seed which suitable for the arrangement. In a

similar way, if the ware house is own, they should have ownership license of the ware house or if it in rent, they should have come with rental agreement.

15.3. For seedling, roots, other different types of seeds; suitability of the warehouse for these seed is decided by the suggestion given from inspector

16. Breeder seed imported from abroad

Unless administered by other especial guideline of the ministry, breeder seed imported from abroad should go through adaptation trial. Then, it will be used once it is successful and registered under seed record system.

Part Six

Competency service provision criteria for seed Whole sellers and Retailers

17. To be seed distributor;

17.1. Seed retailing service can be provided by private, farmer cooperative, PLC or seed producers.

17.2. If seed producers, seed retailer can collect seed from seed importers and seed producers and sell by handling according to the lot arrangement system.

17.3. Those engaged in seed retailing service should have minimum of diploma in plant science/horticulture/general agriculture and should also have minimum of one year experience in seed retailing service.

17.4. If seed producers are retailing their own seed, they should have competency license for seed production, preparation and distribution.

17.5. Based on the criterial need for warehouse (the warehouse should fulfil all the standard mentioned in part 3 and 4 above), if the retailers have their own warehouse, they should have ownership document or if it is in rent, they have to rental agreement.

18. Seed selling/To be seed retailer

18.1. They can be private, or cooperative.

18.2. Once they have license for selling, they can make direct selling from producers or whole seller or they can be selling as an agent.

18.3. If the seed producers want to be direct seller of seed, they should have to have license.

18.4. Those engaged in seed selling;

a) If it is private, they should come with grade 10 completion certificate or can hire another person with minimum of grade 10.
b) If they are cooperatives, they should have training with respect to selling or have to hire accountant
c) Owner or hired person should have minimum of six months experience in seed selling service or should have certificate of two weeks training with in relation plant seed selling.

18.5. Competency license can be given for seed seller to have up to 300 quintal seed in warehouse. In addition to this;

A. For field and cereals crops maximum of three months stay in ware house
B. For vegetable seed maximum of one year stay in ware house
C. For fruits, vegetable seedling, field crop, oil crop, fiber crop and other seed types, there storage time can be decided by expert depend on the condition and handling of the seed.

18.6. If those who license for seed preparation and distribution/whole selling want to engaged in seed selling too, they should have to have license for seed selling service too.

18.7. If the warehouse is their own, or get in gift or rented or leaving house, it should fulfill the following criteria;

A. The floor should be made of concrete
B. Should have seed holding pallet
C. The wall should have any opening to enter rodents
D. Free from fertilizer and agricultural chemicals storage
E. The window should be made in the way that can allow air movement, and have wire net
F. The ware house should be designed in the way they are suitable for lot arrangement
G. For those engaged in vegetable and forage seed selling, their shop should be 6 m^2.

Part Seven

Duties and Responsibilities of Federal and Regional Office in competency license provision

19. Duties and Responsibilities of federal ministry of agriculture

19.1. If the service provided by seed producers, preparing and distribution reached more one region, they can provide, renew, terminate certificate of competency.

19.2. They also provide, renew, terminate certificate of competency for those who want to engage in seed import and export work.

20. Duties and Responsibilities of regional authorized bodies to control seed quality;

If the service provided by seed producers, preparing and distribution only in one region, they can provide, renew, terminate certificate of competency.

Part Eight

Right and responsibilities of those who have certificate of competency for seed work

21. Rights they have from government bodies

21.1. They have the right to get basic seed for seed multiplication from any organization by getting agreement with enterprises

21.2. If the quantity of basic seed is not the amount needed for seed multiplication, it should be considered in quota distribution by concerned federal or regional government bodies.

21.3. Once it gone through all quality control procedures, they can directly sell the produced seed or through agents they have by different quantity of packages to the farmers.

21.4. Those enterprise who has certificate of competence from federal ministry office, they can distribute the seed to all region by getting certificate/license from region office.

21.5. If the seed exporting country have fit sanatory certificate and if those seed importer come with seed that fulfil the phytosanitary criteria's and get seed quality control certificate, they have the right to distribute/whole sell the seed they imported.

21.6. Seed exporter who has license/competency certificate/ can export the seed once that certified with Ethiopian phytosanitary.

21.7. Anyone who have certificate of competency/license, they have the right to be protected from illegal seed trade.

21.8. Anyone who have certificate of competency/license, have the right to apply for complain to the concerned federal or reginal bodies if the field and laboratory seed quality control is not done as per the Ethiopian standard agency.

21.9. Anyone who have certificate of competency/license, have the right to full report of seed quality assurance from quality control bodies.

21.10. If incase the seed produced by seed producers is needed in some other region but only have license to serve their region, they can provide their seed to the region where demand/request come from by showing evidence from both region to the concerned federal office. They can provide their seed to the region where needs/request come from based on the support letter they get from concerned federal office.

22. Responsibilities of those who have certificate competency/License

22.1. Anyone who want engaged in seed trade and look for seed trade license, they should have first certificate of competency.

22.2. Seed need to be produced should the one listed in plant seed record.

22.3. Unless declared under other ministry guideline, seed type not listed under plant seed record, seed where it sources not known, and seed which didn't go through seed quality procedure is forbidden to avail for trade.

22.4. Seed production/multiplication work should be done as per the Ethiopian quality standard.

22.5. Fields seed quality inspection should be done either by federal or regional authorities based on the Ethiopian seed quality standard.

22.6. Enterprises who have certificate of competency should implement the feedback and discard those seed as per the recommendation given field seed quality inspection group.

22.7. They should have to check the right moisture content of the seed before harvesting of plant seed for those farmlands who passed the necessary quality requirements.

22.8. On the occasion of seed preparation, they should have work with seed quality control bodies for the better preparation seed.

22.9. Seed lot arrangement direction and height should be in the way suitable for sample taking.

22.10. In order to check whether the seed preparation is done as per the Ethiopian standard agency, they should have to give or provide samples. (Responsible to provide samples for test).

22.11. Anyone who have certificate of competency, they should have posted the label they get from recognized only for the intended seed bag.

22.12. Anyone who have certificate of competency, the label attached to seed bag should be descriptive about the seed/product in the bag.

22.13. Anyone who have certificate of competency, it is strictly forbidden to use fade label

22.14. They are responsible to discard (not avail for use) for those farmland or seed lot confirmed to be failed by recognized bodies to fulfil the Ethiopia quality standard criteria.

22.15. It is forbidden to sell seed registered under quality declared seed system and seed produced under formal seed system in single warehouse.

22.16. Anyone who have certificate of competency, they should have to check/confirm the seed they distribute or directly sell is produced by those enterprises/farmer cooperatives who have certificate of competency and confirmed by concerned region or federal authorities.

22.17. Anyone who have certificate of competency, can claim/request for 2^{nd} time quality control for those seed (new and previous season seed) failed for their quality by opening the bag & re-cleaning/purifying the seed again before it send to recognized seed quality control bodies.

22.18. Anyone who have certificate of competency for seed distribution or retailing, should be cooperative to the sudden seed quality inspection by giving samples when the quality control bodies have suspecting about the seed already in market for distribution or retailing.

22.19. For those who have certificate of competency to work on more than one region, they should have to have permission from both region if they want to distribute seed from the region of production to the region where demand come from.

22.20. Anyone who have certificate of competency should be cooperative in giving information for the inspection person/team who come from seed quality control bodies.

22.21. Anyone who have certificate of competency should fulfil all the criterions to renew their license/certificate of competency.

Part nine

Various Provision

23. Anyone who want to get service for certificate of competency, they should have pay service payment according to ministry of council rule No: 361/2008.

24. The certificate of competency only works for one year.

25. About certificate of competency termination

25.1. Anyone who have certificate of competency;

A. If not keep certificate of competency for intended purpose only

B. If they implement their work against this guideline and against plant seed proclamation No 782/2005 or against the rule intended to implement this guideline, the ministry or concerned region authorities inform them to correct their misconducts within 15-35 days. If they didn't respond accordingly, they can terminate the certificate of competency from those enterprises.

26. About revocation/cancelation certificate of competency

26.1. Anyone who have certificate of competency;

A. If they get the certificate by fake documents

B. If they didn't correct/respond on those reasons for license termination

C. If they implement their work against plant seed proclamation No 782/2005 article 26 or against the rule intended to implement this guideline or against other guideline, the ministry or concerned region authorities can revoke/cancel their license.

26.2. Concerned bodies should also be responsible to inform by letter trade license providing bodies for those whose certificate of competency is cancelled or terminated.

Part Ten

About complain/dispute management

27. Anyone who have complain regarding the decision given based on plant seed proclamation No 782/2005 article 25 and this guideline, they can submit their complain to ministry or region office who gave the decision within five (5) starting from the day decision announced.

28. Concerned federal or region office should give written response on the complained submitted within 10 days.

29. If not satisfied with response given by the concerned federal or region office, they can have the right to submit their written complain to the concerned federal or region seed quality control authorities within five (5) days.

30. Concerned federal or regional seed quality control authorities should give written response on the complaint within 10 days.

31. If not satisfied with response given by the concerned federal or region seed quality control authorities, they can have the right to submit their complain to the concerned justice bodies within 30 days.

4. APPROVED BREEDER SEED MARKETING GUIDELINE

4.1. Introduction:

It is known that; marketing of improved seed has great role in enhancing production and productivities of agriculture. Our country seed marketing goes through a lot of challenges such as long and complex market chain, lack of accountability and which force government to invest more budget and human resources. For this reason, government has tried to apply direct seed marketing system so far. Direct seed marketing system is the system by which seed producers sell their seed to the user through their own agents and this facilitate availability of plant seed in quantity, quality, accessible. On the other hand, it decreases the quality of seed which left over every season.

Considering the lesson learned from direct seed marketing system and its value and also making the system a kind competent and market oriented, this guideline is prepared based on revised plant seed proclamation 782/2013 and rule No 375/2008.

Part One

General

1. Short Title:

This guideline is named as "Approved seed marketing guideline" No 001/782/2011

2. Terminology definition

2.1. Formal plant seed producer: This is a private, PLC, cooperatives or government institute who have competency certificate license from recognized bodies to produce seed registered under formal seed system.

2.2. Distributor: This is a private or cooperative. PLC who has competency certificate license from recognized bodies to distribute seed from known source that fulfil Ethiopian seed standard to retailer/agro-dealer or farmers with large farmland by importing from abroad or take from producers or both or by acting as agent.

2.3. Sell agent: This is a private who have competency certificate license to sell seed without opening the package by adding commission based on agreement. They receive the seed from importer or producers.

2.4. Retailer/Agro-dealer: This is a private who have competency certificate license to sell seed without opening the package by adding commission based on the decision of seller. They buy the seed from importer or producers.

2.5. Seed quality control body: This is a body responsible to conduct both field and laboratory seed quality control for those registered seed for importer, agro-dealer, sell agent to ensure that they are producing and handling the seed as per the standard. This body is responsible to control and give confirmation.

2.6. Importer: This is private or cooperative or government development enterprises who have competency certificate license from ministry agriculture to import seed plant from abroad.

2.7. Place of sell: This a place that fulfill certificate of competency and which farmers buy a registered seed for one season.

2.8. Mini Farmland: This is a farmland whose it size note more than 10 hectares.

2.9. Farmer: a person engaged in farming system let it be mini farmland or large farmland

2.10. Authorized regional body for the issue related to agriculture: The institution which authorized to manage and administer animal breed and plant seed.

3. Applicability limitation of this guideline

This guideline is applicable on breeder seed which fulfil the Ethiopian breeder seed quality criteria's and have certificate of competency. And also, it is applicable;

3.1. On plant seed registered on records of formal seed system or on declares seed quality system

3.2. On a person who have certificate competency to produce, to distribute and to retail breeder seed.

3.3. This guideline is not applicable;

- On the seed stored by farmer from their harvested seed
- On the seed exchanged among farmers which not intended for sell
- On forestry seed
- On seed intended for research purpose

4. **Objective of the guideline**:

4.1. To make seed marketing system competitive and create accountability in seed marketing system

4.2. To ensure availability of seed in quality, quantity, at needed time and place by improving management of seed marketing system.

Part Two

Breeder seed advertisement and market need assessment for seed

5. In addition to ministry and region role as Plant seed advertisement and market need assessment for seed, anyone who engaged in seed production, distribution and retailing;

5.1. They have to used different advertisement options to promote their own seed or the seed they receive from other government bodies to the farmers.

5.2. Keeping the above mentioned under point (5.1), anyone who engaged in seed multiplication and selling for the seed registered us public property;

A. If not paid royalty payment

B. If not have exclusive right to produce the seed, from community perspective they should have allocate 0.5% of their net profit for advertisement purpose.

C. With respect to community service, any kind of seed whether available in market or not should be included in advertisement process.

5.3. For those who paid royalty payment and have exclusive use right to produce seed registered as public properties, promotion of such a seed can be decided based on the guideline prepared for it.

5.4. Any new seed varieties promoted by the seed producers can implemented by the plan prepared by ministry of agriculture or region level authorized bodies.

6. Seed producers, distributors, retailers should conduct market assessment before they produce of provide the seed to the market.

7. If the distributor is also producer;

7.1. They should have to have structure lead by owner to conduct plant seed marketing.

7.2. They should have conduct seed need assessment in collaboration with concerned seed enterprise of the region before they seed produced.

7.3. They should have to have modern database system which compatible with the nation database system.

Part Three

Plant seed price setting determination

8. The price of seed is determined by the seller after consider all expense

9. If distributor or retailer/agro-dealer or agent for distributor, they can decide the price based on the agreement they have with seed producers

10. Distributor or retailer/agro-dealer which is not seed producer and if they are buy the seed by their own money and sell it;

10.1. They decide the price based on the market condition.

10.2. Distributor or retailer/agro-dealer which is not seed producer, they should have to inform the price they decide to sell the seed to the concerned authorized bodies with respect to agricultural issues.

11. Once the price is decided, if it looks important to re-set the price of the seed, they should have to communicate/inform to the concerned authorized bodies with respect to agricultural issues before they come the price decision.

12. Federal and regional concerned bodies can take measurement to stabilize any inflation come on seed price and supply of seed.

Part Four:

Management of seed distributor, sells agent and retailer/agro-dealer

13. To be seed distributor, sells agent and retailer/agro-dealer;

13.1. They should have to get certificate of competency/license from recognized government bodies

13.2. They should have to have trade license from government recognized body

14. Commission payment for sells agent should be implemented based on the deal they get with seed producers or distributors/whole sellers.

15. Sells agent;

15.1. They can provide agent service for more that seed producers/whole seller.

15.2. If agreed to be agent for single seed producer/whole seller, they should have to agent for that seed producer/whole seller.

15.3. If the seed producers/whole sellers provide same kind of seed, agent can only serve as sells agent for only one of seed producers/whole sellers

15.4. If there is scarcity of sells agent, or if there is an intension to give more service in a single place or if the number of customers is less; license can be given to a single agent to give sells service.

16. Distributor or retailer/agro-dealer which is not seed producer, they can sell seed by taking agent (as agent) by buying the seed by their own money.

Part Five

Breeder seed supply and distribution

17. Regarding the supply of seed from producers up to sells level, the producers can sell by their own agents or can sell through wholesalers, or agro-dealers or sells agent based on the agreement between them.
18. Distributor or retailer/agro-dealer which is not seed producer, they should have to confirm seed they receive is labeled/tagged by recognized bodies.
19. Distributor or retailer/agro-dealer which is not seed producer, should take any responsibility that come in relation to seed quality problem.
20. Any quality problem come on seed at sells agent or in warehouse of sells agent, can be solved based on the agreement between sells agent and seed producer/ whole seller.
21. Deal in relation to working on weekend days and holy days with sells agent should be included to sell the seed until season end.
22. For the investors who invest in large farmland;
    22.1. If confirmed that they face shortage of seed, the concerned authorized region body can facilitate gaining seed directly from producers.
    22.2. In the time/season when there is no shortage of seed, they have the right to get seed based on the size of the farmland they want to produce.
23. To ensure the supply seed (improved) for farmers with small farmland;
    23.1. They order seed producers to prepare improved seed in small packs
    23.2. Based on the types of seed, the size of the packs can be decided by ministry or concerned region body.
24. In order to expand availability of improved seed, producers, whole sellers, retailers/agro-dealer, sells agent;
    24.1. When they try to advertise new seed varieties.
    24.2. When they try to avail seed in the area where seed never reached before, encouragement package should be prepared for them.
25. Regarding the distribution of seed from one region to another region, its implementation is based on certificate of competency management of ministry of agriculture guide number 02/2010 and trade registration proclamation.
26. Regarding the role of government about plant breed and seed supply and distribution;
    26.1. If there is scarcity of seed both in quantity and type, both federal and region concerned bodies can take necessary measurement/intervention.

26.2. For those regions which need special consideration, ministry can set special quota for seed producers or whole sellers.

Part six

Role of supporting government bodies in implementing this guideline

27. Ministry of Agriculture

27.1. They should have to provide awareness creation regarding implementation of this guideline and also make follow up its implementation.

27.2. Should provide support implementation seed multiplication from basic seed up to certified seed is based on agreement

27.3. Should compile best experience from the regions and international communities regarding plant seed and related technologies.

27.4. Regarding plant seed demand assessment, forecast and plan preparation;

a) They should have to conduct advertisement to create demand for seed among users
b) They should support and make follow up regarding the plant seed plan of seed producers
c) The set system which used to forecast seed breed and seed plant and make necessarily follow up.
d) They prepare national level plan based on the plan collected from different sectors and conduct follow up its implementation

27.5. They create platform which facilitate information exchange for seed marketing conducted between regions.

27.6. They provide certificate of competency for seed producers or whole sellers engaged in seed trade in more than one region. They give support, supervise its implementation and based on the rule & regulation, they renew the license and terminate it.

28. Federal Cooperative Agency

28.1. They should have to provide awareness creation work regarding the implementation of the guideline with respect activities related cooperatives and also make follow its implementation

28.2. They should have to conduct monitoring and evaluation work on the regions plant seed cooperatives. They identify the best practice and lesson learned to be used for national level plan.

28.3. They create platform which facilitate information exchange for seed marketing conducted by cooperatives between regions.

29. Role of recognized different structure from region to district level work on plant seed marketing

29.1. They manage seed marketing system by this guideline or other relevant guideline prepared by the region.

29.2. They collect data/information from sells branch, sells agent, whole sellers, agro-dealers. They interpret the data and come with recommendation.

29.3. They should have to make compatible the seed demand they identified with that of the seed demand of seed producers.

29.4. Based on the compatibility they made, if the seed supplied by the seed producers is less than the seed demand they identified, they should have to manage based on the capacity they have.

29.5. If seed producers are ordered to produce above the seed demand and if the seed is not sold & left over, they should have to look for solution.

29.6. They should have to make collective plan with seed producers regarding the seed for which their demand is identified.

29.7. Based on the prepared plan, they facilitate provision of basic seed for seed producers.

29.8. They should have to make preliminary supervision on sells agent or agro-dealers to let them get certificate of competency/license.

29.9. They provide capacity building training for seed producers, sells agent and other stakeholders

29.10. They provide updated seed market information to the concerned bodies.

29.11. They compile best experience and share to all concerned bodies

29.12. The conduct monitoring and evaluation whether the seed marketing system is conducted based on this guideline.

30. Regional plant seed and other agricultural inputs authorized regulatory bodies

30.1. They conduct monitoring and evaluation whether seed producers, wholesalers, sells agent and agro-dealers implementing seed marketing as per the guideline, proclamation, rule intended for plant seed management.

30.2. They provide training regarding rule and regulation in relation seed quality control to seed producers, wholesalers, sells agent and agro-dealers.

30.3. They provide certificate of competency for region level seed wholesalers, sells agent and agro-dealers.

30.4. Confirm the seed availed for market is produced by seed producers that have license (certificate competency) and also confirm the seed have certificate competency for seed quality.

30.5. Confirm also that the seed availed for market is distributed according to the quality standard need.

30.6. Based on its importance they can conduct post seed quality control by taking sample from seed availed for market. Then give feedback by compiling with the result collected during field level quality control.

30.7. On the occasion of seed distribution, they can conduct seed quality control by taking the seed sample which is in transportation. Then, if confirmed that, there is quality problem, they can take action with concerned justice bodies.

30.8. Confirm from sells agent, agro-dealers and whole sellers whether they have data of the quantity of seed they sell by registering the label of each pack. (Information like, producers, quantity, type of seed, etc.)

30.9. Confirm that whether seed seller have confirmation result of improved seed they sell from seed quality control bodies. And they also confirm whether the information reached the user properly.

30.10. They take/brought to justice body for anyone who is against the plant seed revised proclamation No 782/2013 and other guideline in relation plant seed quality control.

30.11. They can modify the guideline in consultation with region concerned bodies for any challenges that come in implementation of plant seed proclamation and other guideline in relation to seed quality control set by federal government.

30.12. Any recognized bodies of the region can incorporate and modify issue missed in this “approved seed marketing guideline”. But this modification should not be against the law passed on plant seed system.

31. Region level cooperatives and another sector office

31.1. They provide awareness creation to cooperatives regarding the implementation seed marketing based this guideline. Then they conduct monitoring and evaluation.

31.2. When they believe that the guide has some short coming from law perspective, they confirm it by conducting research in collaboration with region concerned bodies and inform to federal cooperative agency. If important to modify the guide, the submit their request to ministry of agriculture

31.3. They identify the gaps in implementing this guide by cooperative and provide training based of the gaps identified.

31.4. Provide support for the easy/smooth distribution of seed registered by sells agent or agro-dealers or whole sellers.

31.5. They encourage cooperatives to have certificate of competency (license) from recognized region bodies to be seed whole sellers and agro-dealers.

32. Role farmers

32.1. Any farmer can check whether sells agent or agro-dealers have certificate of competency (license) and also can confirm whether the seed they sell have certificate for quality control approval before they buy the seed they need.

Part seven

About complain management

33. Regarding how to solve dispute between whole seller & sell agent and with agro-dealer;

33.1. Whole sellers and sell agent are encouraged to solve their dispute based the agreement signed before they go to court.

33.2. If not agreed to solve their dispute based on their signed agreement, they have tried to reach to agreement by third party they include in their agreement.

33.3. If any anyone of them is not satisfied by decision reached during discussion, they can submit their complain to the concerned justice bodies within 30 days.

34. Farmers can submit their complain to the concerned district agriculture office for any dis-satisfaction regarding seed marketing system.

35. Solving claim regarding seed quality problem by farmers;

35.1. First of all, they immediately submit them complain to sells agent and district agriculture office

35.2. Based on the submitted complain, district office should investigate the case with its experts within five days

35.3. If the seed quality problem is the issue can't be solved at district level, the office should send the report of the experts to region level seed quality control body three from report submission.

35.4. The region level seed quality control should send investigation team by including delegate from seed producers within two days to the district where complain come from.

35.5. Regional level seed quality control team;

a) If the complaint does not need seed sample to be taken, they should have to give feedback of the complaint within five days at district level.

b) If the complaint needs seed sample to be taken, the region orders the team to investigate the issue by taking sample and based on seed type germination time, they should give feedback of the investigation from 7-21 days.

c) If the farmers are not convinced/satisfied with given feedback, they can submit their complain to the concerned justice bodies within 30 days based on the plant seed proclamation No 782/2013.

Part Eight

Various provisions

36. Complain and punishment

Complain and punishment can be administered by the proclamation, laws, rule and regulation approved by ministry of agriculture and region level concerned bodies.

37. Must to be cooperative

Anyone who's this guideline concerns must be cooperative for the implementation of this guideline.

38. About guideline which is illegible

Any guideline concerned about plant seed which is against this guideline is illegible

5. GUIDELINE FOR COMPETENCY CERTIFICATE ADMINISTRATION AND PROVISION FOR AGRICULTURAL INPUTS SERVICE PROVIDERS

5.1. Introduction

Agricultural inputs and service provision system for farmers and investors engaged in agricultural sector is important in enhancing the production and productivity. Our country agricultural input service and marketing system costs government a lot of budgets and has a long marketing chain. For this reason, the marketing system of agricultural input and its service is the one expressed less quantity and quality, time consuming, unavailable, have no competitive market, and some other. It also described by the one in which participation of investors are too low and the one in which satisfaction of the end users it very low. It also makes end users vulnerable to health, economic loss, environmental pollution as there was no information/communication system with respect to how to use and how handle expired agricultural inputs by experts.

To solve the above-mentioned problems, there was a trial with respect to make the agricultural inputs service provision and marketing to be modern and sustainable by arranging direct marketing and provision of agricultural input at one center. By taking the best experience from these activities, it is believed that conforming provision of agricultural input to all users through expansion of the one center service by including counseling service too. Therefore, this guideline is prepared for establishment and administration of agricultural inputs service center to encourage investors engaged in center establishment, to satisfy the agricultural inputs need of the farmers and to ensure fair distribution of the agricultural inputs.

Part One

General

1. Short Title:

This guideline is named as "Guideline for provision of certificate of competency for the establishment and administration of agricultural input service center with No 728/2013"

2. Terminologies Definition

2.1. **"Center"** Means the place where agricultural input sell service is provided.

2.2. **"Agricultural inputs"** Means recognized any plant or forage seeds, agricultural equipment, fertilizers, animal medicine and its equipment, livestock production inputs,

milk processing equipment, beekeeping equipment, animal forage and row material, chemicals used for plant protection, personnel protection equipment, pre and post-harvest agricultural equipment, irrigation technologies.

2.3. **"Service"** Means it include service like animal cross breeding, animal health clinic, crop protection by chemical, disease and insects, rodent identification, training regarding utility of pre and post-harvest agricultural equipment, demonstration and counseling.

2.4. **"Marketing"** Means earning profit by selling agricultural inputs and providing service.

2.5. **"Agricultural inputs distribution center"** Means a person who have certificate of competency from recognized government bodies to produce or to import or distribute agricultural inputs from known sources & registered one that fulfil all criteria's set according to this guideline and which sell these agriculture inputs to the centers established according to this guide line.

2.6. **"Recognized body"** Means authorized federal and regional bodies established to control quality of agricultural inputs

2.7. **"Input retailer center"** Means center which have certificate of competency to retail agricultural inputs for users.

2.8. "**Input importers**" means organization or cooperatives which have certificate of competency from ministry of agriculture to import and sell inputs to distributors.

2.9. "**Users/Customer**" means a person engaged in farming system by buying agricultural inputs from center.

2.10. **"Legal document"** means a document confirmed and described in certificate of competency to implement this guideline.

2.11. **"Man":** means a man of natural or a body recognized for being man by legal

2.12. Anyone described by man also apply for women.

3. Applicability limitation of this guideline

This guideline is applicable to;

3.1. On agricultural input provision and service center.

3.2. On those bodies who have or want to have certificate of competency to distribute and retail agricultural inputs.

4. Objective of the guideline

To establish system by which agricultural inputs provision and service with quantity, quality, on time, fair price and fair distribution by establishing and expanding agricultural service provision center.

Part Two

Preliminary criterions needed to establish center

5. Anyone;

5.1. Who have interest to establish agricultural input provision and service center, should submit their request by filling form to the authorized concerned body.

5.2. They should have to have confirmation from health and environment protection authorities that, the center going to establish have no side effect/impact on human and livestock before its establishment.

5.3. They should have to have building design from authorized body before starting center construction.

5.4. Those who have certificate of competency/license for center establishment, need only to be engaged in either distribution or retailing inputs.

5.5. If those registered for input retailing want to engaged in input distribution too, they should have to fulfil all criteria's need for input distribution and should get certificate of competency/license for input distribution.

Part Three

Criteria needed to be fulfilled to get certificate of competency/license for center

6. Keeping the type of input engaged in and quality criteria's set by recognized bodies for each input, anyone who want to get certificate of competency for center;

6.1. They should have to fill the form and attached all necessary legal document which confirm the types of service they want to provide.

6.2. The decision for the legal document is depend on the area, farmers and investors need for inputs and service and also on the inputs criteria set by authorized bodies.

6.3. To get certificate of competency at center level;

They should have to fulfil all necessary design

Any well-established center should have the following rooms/sections;

a. Animal medicine warehouse and shop
b. Modern livestock production inputs warehouse and shop

c. Plant seeds (forage seed, garden vegetable seed, field crop seed, fruits…) warehouse and shop

d. Nutrient dense forage and raw materials for forage ware house and shop

e. Soil fertilizers and chemical ware house and shop

f. Laboratory rooms

g. Training room

h. Office rooms

i. Bath rooms

j. First aid

k. Agricultural equipment warehouse and parking

l. Temporary storage facilities for used packed materials of pesticide and livestock medicine and also incinerator to burn dry waste.

It can also be decided by authorized body regarding the center rooms and warehouses by also considering they type of service they want to provide.

The quantity of input to be retailed for each type of inputs is decided by authorized body. If the quantity is not decided, they can decide based on the demand for the input by local.

Keeping all the above-mentioned procedures, in order to include animal health clinic and cross breeding service;

a) Based be implemented based on the regional guideline set by authorized body
b) It should include design for clinic and cross breeding service too based regional guideline set by authorized body.

6.4. Keeping all environmental protection protocol set by authorized environmental protection bodies, anybody who need to get certificate of competency for center;

Should make sure that, the built center is constructed based on the environmental protection protocol and built from less environmental polluted materials.

Make sure presence of facilities to dispose waste and expired input without affecting environment

Presence/fulfillment of safety facilities for staffs (Fixed and contractual) who have exposure to chemicals and with the issue related to this work, make to sure presence health inspection system.

6.5. Should renew certificate of competency/license from Hamle 1 up to Tahses 30.

Part Four

Right and responsibilities of center for the body that have certificate of competency/License

7. Rights

7.1. Have the right to get free counselling service either in oral or write up regarding the required criteria from authorized body before getting certificate of competency/license.

7.2. Based on this guideline, they have the right to provide and distribute input at established center.

7.3. They can sell inputs after buying from whole seller in their retail.

7.4. Center staffs can participate in capacity building training prepared either by government or non-government organization.

8. Responsibilities

8.1. Should assign the professionals based on the type of input and service provided by the center.

8.2. Should confirm whether professionals assigned to counseling service is doing their work once they got certificate of competency from authorized body. Those who do not have such license cannot provide such service.

8.3. Should confirm that, the provided agricultural inputs should be the one need by the local customer and came from legal producers or importers.

8.4. They can sell agricultural input except for those input for which they get certificate of competency.

8.5. They should be cooperative for any investigation by facilitating and providing the necessary information from done by authorized body.

8.6. They should have to post their certificate of competency license in a way it is visible to all.

8.7. They have to provide counselling service regarding the utilities of input. (How to utilize the input).

8.8. They have to cooperative to discard expired and unutilized chemicals (insecticide, pesticide) based on the direction given by the experts and the guideline.

Part Five

Coordinated responsibilities of authorized bodies to provide certificate of competency/license

As centers provide more than one types of inputs and services, keeping the facilitation of controlling these inputs and services by authorized bodies is most important. In addition to this;

9. Provision of certificate of competency for one entity/body that input marketing and service can be administered based on the following options;
   - 9.1. Provision of certificate of competency service can be provided either by ministry or concerned body established authorized region office or
   - 9.2. After providing certificate of competency for each input, can sent to authorized trade license providing body but for those inputs administered under one entity, they can provide/send general license by attaching all necessary attachment. or
   - 9.3. A single certificate of competency can be provided for the centers that fulfills all necessary criteria's
   - 9.4. Can provide certificate of competency for each input type and send to trade license service provision body or
   - 9.5. Ministry agriculture or region level agriculture sector office can select and decide from the different option in hand to provide certificate of competency.

10. Regarding Time taken to get certificate of competency for center

10.1. Requester can send their application with all attached necessary legal documents through website, post or by appearing physically

10.2. Once it reached authorized body;

A. If it is through website, they should give response within one day

B. If it through post office, they should have to send confirmation for post office for receiving the application

C. If received physically by requester or their legal representative, they should have to confirm immediately.

10.3. Authorized body should check whether the legal documents are fulfilled or not and inform to the applicants within five (5) working days.

10.4. Once confirmed presence all legal documents, they should have to make physical visit to check presence all tangible facilities within 10 working days and provide report.

10.5. Once confirmed presence of both legal documents and physical facilities as per the criteria by authorized body, they should have to provide certificate of competency within five (5) working days. If there is unfulfilled criteria's, they should have to inform the applicants to fulfil it.

Part six

Condition to renew, to terminate and to suspend certificate of competency/license

11. Condition to renew, to terminate and to suspend certificate of competency/license should be implemented based on the law, rule and guideline set by authorized body to control quality for intended/particular input/s.
12. In addition to guide indicated under article below, if the center is repeatedly against the law, rule and guideline set by authorized body to control quality for intended/particular input/s or unable/failed to respond for any criteria fulfilment or service modification, they are suspended from selling inputs and providing service.

Part seven

Various provisions

13. Complain and penalty

    Regarding complain and penalty, it can be implemented based on the law, rule and guideline set either by ministry of agriculture or regional level authorized body to control quality of inputs.

14. Responsibility for cooperation

    Any concerned body has the responsibility to cooperate for the implementation of this guideline.

15. About guideline which is illegible

    Any guideline which is against this guide (guideline for agricultural input provision and service providing center) is illegible.

6. GUIDELINE FOR MULTIPLYING AND EXPORTING DOMESTICALLY UNREGISTERED SEED VARIETIES BY IMPORTING FROM ABROAD

6.1. Introduction

It is known that in Ethiopia, registered and released seeds are not only used for domestic demand only but used for abroad demand too by exporting some of them. Regarding multiplication and export of unregistered varieties, it is determined by the guideline prepared by ministry of agriculture based on its importance. For seed producers to participate and be competitive at international seed market, they should have to produce seed that fulfil all the criteria both in quantity and in quality too. Domestically registered and released varieties is not up to the standard needed at international seed market. It is believed that participation of investors in seed production will create job for the citizens and also secure hard currency. This guideline is prepared based on plant seed proclamation No 782/2013 article 16 and plant seed rule No 375/2008 article 18 (2) B, article 34 (1) to manage Multiplying and Exporting domestically unregistered seed by importing from abroad.

Part One

General

1. Short Title

This guideline names as "Guideline for Multiplying and Exporting domestically unregistered seed varieties by importing from abroad No 4/2009"

2. Definition of terminologies

Keeping all terminologies defined in plant seed proclamation No 782/2005 and plant seed rule No 375/2008 as it is;

2.1. "**Not produced on soil**" means seed produced with no contact with soil and seed produced free of carrier of plant pests.

2.2. "**Plant health confirmation certificate**": means a plant healthy certificate provided authorized body.

2.3. "**Forbidden varieties of breeder seed from entering the country**" Means those species of plant forbidden to enter the country based on the law of quarantine

2.4. "**Small farmland holder farmers**" means unregistered private limited company or unregistered cooperative entity.

2.5. "**Unregistered seed variety**" means a variety not registered under record of plant varieties record and which imported from abroad.

3. Applicability Limitation of the guideline

This guideline is applicable for those plant varieties which is not registered under national plant varieties record and imported from abroad and have permission to multiply domestically under strong supervision.

4. Objective of the guideline

To enhance country's share in export market by importing and creating favorable condition to multiply most demanded varieties type at international market without need to register it in national varieties record for the purpose of only seed exporting.

Part Two

Criteria's to be fulfilled to import seed varieties

5. Anyone who need to import and multiply unregistered seed varieties;

1) Should have certificate of competency from ministry office
2) Should have permission to import from ministry office
3) Should have all legal documents with respect to loading
4) Should fulfil the different law need such as plant quarantine, life safety and biodiversity, etc.

Part Three

Implementation of multiplication process

6. Anyone who imported unregistered permitted seed varieties can multiply either on their farm or on others farmland by informing to the concerned body and through agreement.
7. Considering article 6 above as it is, if anyone who imported unregistered seed varieties and want to multiply on other farmland, should come with confirmation given from authorized body that all multiplication process is under his control.
8. Considering article 6 and 7 above as they are; they can't multiply the seed varieties on farmers farmland contractually.
9. Should take the responsibility if incase found to be multiply the seed varieties in the farmland out of agreement based on the country's law and order.
10. They can't either sell or provide in gift to other party/parties for the seed varieties either they imported or get after multiplication.

11. They can't either sell or provide in gift to other party/parties the unregistered seed varieties if its side product has value to be used as food.
12. Should inform to the concerned bodies of the government whether they are multiplying the imported seed varieties as per the agreement.
13. If the multiplied seed varieties have the effect of cross pollination to the nearby farmers farmland, producers should apply isolation distance based the Ethiopian standard agency.

Part Four

Procedure to export multiplied seed

14. Should have certificate of competency/license to multiply and export unregistered plant seed varieties.
15. Should have the certificate of for plant health and quality standard importing country need from recognized body.

Part Five

Duties and responsibilities of Ministry and its stakeholders

16. Duties and responsibilities of Ministry

1) Should provide certificate of competency/license to multiply and export unregistered seed varieties in the country.
2) Should confirm whether imported seed varieties fulfill the national quarantine law.
3) Should also confirm that imported seed varieties are the one which not produced with soil/produced without soil.
4) Should provide plant health certificate that importing country need.
5) Make monitoring and evaluation whether the permitted seed varieties for multiplication is done for the intended purpose only. If seed varieties found to be multiplied out of intended purpose, they should have to take legal action as per the plant seed variety proclamation number 782/2005.

17. Duties and responsibilities of stakeholders

Both federal and regional level sector office such office of environment and Rural land administration, Ethiopian horticulture development agency, Coffee and tea development and marketing authorities, Ethiopian biodiversity institute, ministry of trade, seed enterprise and other sector offices should cooperate for successful implementation of this guideline based on the authorities they have.

7. GUIDELINE FOR USE AND DISPOSAL OF BREEDER SEED THAT DO NOT MEET QUALITY STANDARD

7.1. Introduction

Effort has been made for the last two consecutive decades to produce quality seed which in turn used to improve production and productivity in agriculture sector. Conducting field and laboratory quality control is part of this effort. To make the effort fruitful, federal and regional level office have been conducting a lot of work by allocating huge budget. It is known that, by allocating high amount of capital budget of their annual budget, field level seed quality control has been conducted and based on this failed and passed seed farm is identified & effort also made to make ready seed harvest from passed seed farm for the next quality control procedures/steps.

Report is shared to the owner of seed farm and other stakeholders regarding the failed seed farm. Laboratory seed quality control is conducted by taking sample from cleaned seed lot for those seed farm which passed field level quality control. After conducting laboratory seed quality control, report should be shared to seed producers for the failed seed. Although all these efforts have been made, except having disposal report for both failed seed farm and lot, there is no system of knowing the quantity of seed obtained from failed seed farm or disposal of seed sell from failed lot so far. Therefore, guideline is believed to be important in solving the above-mentioned problem and prepared for this purpose.

Part One

General

1. Short Title

This guideline is named as “Guideline for plant seed use and disposal for the seed that do not meet quality standard No 3/2008”

2. Terminologies definitions

This guideline will use all terminologies defined in plant seed proclamation No 782/2005 and plant seed rule No 375/2008 as it is;

2.1. ***Formal seed system:*** It is a kind of registered seed that is produced based on the country quality standard procedures and go through quality audit from adaptation up to marketing level.

2.2. ***Intermediate seed system:*** It is a kind seed produced in between the formal and informal system

2.3. ***Informal seed system:*** It is a kind registered seed produced informally through seed exchange between farmers and which couldn't go through quality audit from adaptation up to marketing level.

2.4. ***Seed producers:*** Means those farmer cooperatives who have farmland registered to produce declared quality seed.

2.5. ***Seed lot***: collection of seed with known amount which is arranged in suitable and easy to identify.

2.6. ***Seed distributor***: the one who have competency certification license who distribute stored seed as wholesaler to retailers or farmers with large farmland, that fulfill Ethiopia seed standard criterions, for which their source/origin is known.

2.7. ***Seed retailer***: the one who have competency certification license and collect seed from seed distributors or seed producers and then sell to users as retailer by keeping and handling the seed without opening the pack.

2.8. ***Internal plant seed quality control***: This is a kind of quality control (Field and laboratory) that the producers conduct by their own staffs based on the national quality standard criteria's**.**

2.9. ***Failed seed lot***: it is seed which is failed to fulfil the minimum quality standard based on the seed sample collected from producers seed farm, whole seller/distributors, retailers/agro-dealers, importers, exporters and inspected in laboratory for seed quality control.

2.10. ***Label***: means any mark either in text or picture which is attached internal or posted to the external part of the pack which describe about the seed.

2.11. ***Packing seed which is not for seeding purpose***: This is about packing of seed in warehouse obtained from farmland failed for field seed quality control or seed from lot failed for laboratory seed quality control until decision given about it.

2.12. ***The decision given body of seed quality control***: This is a body that give decision (Make a control and confirmation) whether registered seed producers are multiplying seed based on the criteria's set under field and laboratory seed quality control.

2.13. ***Disposing***: this about decision regarding the seed that no longer use for seeding purpose and so that the seed might be used as food or feed or if not disposed either by burning or burial in a way in which it does not Couse any harm to human, animal, plant and environment.

2.14. ***Disposing committee***: This a committee assigned for the intention of disposing seed that longer used for seeding purpose.

3. Applicability limitation of the guideline

3.1. This guideline can be implemented;

3.1.1. For crop varieties registered under seed record system, declared seed quality produced under formal seed system.

3.1.2. On seed collected from failed seed farm based on the field level seed quality control on the occasion seed production.

3.1.3. On seed collected from failed seed lot based on the laboratory level seed quality control after seed harvest.

3.1.4. On seed failed during post quality control inspection

3.2. Taking into consideration article 3 sub article 3.1 above, this guideline is not applicable;

A. For those seed collected by anyone from his farmland
B. For the seed exchanged among farmers
C. On Forest seed
D. For the seed used for research purpose

4. Guideline objective

4.1. To give assurance that, avoiding seed failed for seeding in market for seeding purpose using seed quality control.

4.2. To fight illegal seed marketing

Part two

Disposal procedure for seed that not fulfil field level quality criteria

5. Authorized body should send report to seed producers and concerned region office for the failed seed based on the report submitted by seed inspector done on field level seed quality control.

6. They should have to attach GPS image data with its coordinates while sending the above mention (Under article 5) report for the failed field level quality control report. The GPS image and coordinates should include both failed seed farm and the whole seed farm.
7. Unless any complain come on it, the report send by authorized regional office can be used for decision. The concerned body should cooperate for the decision.
8. Seed producers should fill form and sign with seed quality control body regarding the purpose for which they going to used seed collected/harvested from failed seed farm.
9. Seed collected/harvested from failed seed farm should be packed and labelled with label indicating this seed should be used for seeding.
10. If the seed producers want to use the seed harvested from failed seed farm on his own farmland, they should have to inform seed quality control body. But they can't sell this seed to other farmers.
11. If the reason for the failed seed believed to have an impact on human, animal, plant and environment by seed quality control body, they either burn or buried the failed seed in the presence of delegate from seed quality control body and other concerned bodies.
12. Delegate from seed quality control body should available on the occasion of harvesting, collecting, threshing and utility of the seed for other purpose for the seed from failed seed farm.
13. If the seed obtained from failed seed farm is not found to be risky, they can be administered with those seed that not fulfil field level seed quality control criteria's and with seed quality control standard of next generation seed.
14. Subject to the provision of the above article 13, seed from failed seed farm for which its standard is modified should be harvested in the presence of delegate from seed quality control body.
15. Seed producers can sell the seed from failed seed farm either for food or feed in the presence of delegate from seed quality control body by labeling on pack.
16. Seed quality control body should make follow up on those seed decided to be used for food or feed is used for the intended purpose only.
17. Unless the seed obtained from failed seed farm is changed to flour, detaching the label of on the pack is strictly forbidden.

18. Disposal procedure for the seed harvested from failed seed farm should be done based on the decision and follow up given by authorized quality control body.

19. Holding/storing seed harvested from failed seed farm in warehouse for more than six (6) months is forbidden. If seed found to be stored in warehouse for more than six months, seed disposing committee should dispose the sored seed based the report submitted by quality control body.

Part Three

Disposal procedure for seed that does not fulfil laboratory level quality criteria

20. Authorized body should send report to seed producers and concerned region office for the failed seed based on the report submitted by seed inspector done on seed lot at laboratory level seed quality control.

21. Unless any complain come on it, the report send by authorized regional office can be used for decision. The concerned body should cooperate for the decision.

22. Owner of seed lot should inform by letter seed quality control body the purpose for which they want to use the failed seed from those seed lot.

23. If the reasons for the failed seed believed to have an impact on human, animal, plant and environment by seed quality control body, they either burn or buried the failed seed in the presence of delegate from seed quality control body and other concerned bodies.

24. If the seed obtained from failed seed lot is not found to be risky, they can be administered with those seed that not fulfil field level seed quality control criteria's and with seed quality control standard of next generation seed.

25. Failed seed lot should be stored in separate warehouse by attaching label indicating that "Cannot be used for seeding purpose"

26. If the seed producers want to use the seed harvested from failed seed lot on his own farmland, they should have to inform seed quality control body.

27. Anybody can't sell the seed to the farmers for the seed confirmed to be failed based on the inspection done at laboratory level seed quality control and ordered not to use for seeding purpose

28. Seed producers can sell the seed from failed seed lot either for food or feed in the presence of delegate from seed quality control body by labeling on pack.

29. Seed quality control body should make follow up on those seed decided to be used for food or feed is used for the intended purpose only.

30. Unless the seed obtained from failed seed lot is changed to flour, detaching the label of on the pack is strictly forbidden.

31. Holding/storing seed harvested from failed seed lot in warehouse for more than six (6) months is forbidden. If seed found to be stored in warehouse for more than six months, seed disposing committee should dispose the sored seed based the report submitted by quality control body.

Part Four

Structure and responsibilities of seed disposal taskforce that does not meet seed quality standard

32. Structure

Seed disposal taskforce should include the following members

32.1. Federal finance ministry or Region finance bureaus

32.2. Federal or reginal government property procurement and disposal agency

32.3. Federal agriculture ministry seed quality control directorate or authorized seed quality control body.

32.4. Federal or region police commission

32.5. Federal or regional environment & rural land administration office

32.6. Federal or regional health office

32.7. Regional livestock office

32.8. Federal or regional cooperative office

32.9. Owner or delegate of disposed seed

33. Responsibilities

33.1. Federal agriculture ministry should take the responsibility of establishing the seed disposal taskforce

33.2. Authorized regional level seed quality control body should take the responsibility of establishing the seed disposal taskforce at region level.

33.3. Region level seed disposal taskforce can also establish Zone or Woreda level seed disposal task force based on its importance.

33.4. Regarding disposed seed, they will collect the report from federal or regional authorized bodies, make discussion on it and then based on the decision they come up with, the dispose the seed.

33.5. They should send work performance report to the concerned federal or regional or other authorized bodies.

34. Failed seed disposal procedures

34.1. If the failed seed is treated with pesticide, they should be burned after putting in pit

34.2. If the action mentioned under sub-article 34.1 is believed to have environmental impact, it should be burned in a furnace.

34.3. If the failed seed is not treated with pesticide and affected with pest all in all or believed to have toxic substance, they should either buried or burned.

Part Five

About complain hearing procedures

35. Anyone who has complain based on the decision given according to plant seed proclamation No 782/2006 article 25 or other guideline developed based on this proclamation which either given by Federal or regional authorized bodies, can submit their complain with in five (5) days by letter.

36. Concerned authorized federal or regional level bodies or centers should respond to the complaint within 10 days in writing.

37. If the complainer is not satisfied with response given as per article 35 above, they can submit their complain to the Federal or regional seed quality control bodies within 5 days.

38. Concerned seed quality control body at federal or regional level should respond to the complaint within 10 days in writing.

39. If not satisfied with response from Federal or regional seed quality control bodies, they can submit their complain within 30 days to the concerned justice body.

Part Six

40. This guideline is applicable

This guideline is effective starting 2016 E.C







