



PHARMACY, MEDICINES & POISONS BOARD

**MINIMUM
REQUIREMENTS FOR A
VETERINARY
MEDICINE STORE**

Draft September 2015

1. SUBMISSIONS

1. Make an application for registration of veterinary medicine store with PMPB using form (PMPB/INS-FORM/02).
2. Submit copy of certificate of registration from the Registrar of Companies
3. Submit details of the full time veterinary personnel: (qualification in veterinary science)
4. Submit evidence of payment of application/registration of premises with PMPB

2. PREMISES

1. The premises should be constructed and maintained so as to protect the medicines from weather, ground seepage and the entrance and harboring of vermin and pests.
2. The premises should be maintained in a good state of repair. The condition of the buildings should be reviewed regularly, and repairs effected where necessary. Special care should be exercised to ensure that the building is repaired and maintained without operations affecting the quality of the products.
3. The premises should provide sufficient space to suit the operations to be carried out, allow efficient flow of work and permit effective communication and supervision.
4. The premise should have a minimum size of 6 square meters with one side at least 2.5 meters.
5. There should be segregation between veterinary medicines and other products
6. Floors and walls should be free from cracks and made of impervious materials for easy cleaning.
7. The premises should have a ceiling that should not leak. Minimum height should be 2.5 meters.
8. The building should be effectively lit and properly ventilated with adequate
9. windows of good design and suitable size.
10. The building should be adequately secure.
11. Toilets should not open directly into the veterinary medicine store.
12. The store should have adequate shelving for medicines, properly arranged.

13. Veterinary medicines should be arranged on shelves in an orderly manner.
14. The store should be provided with temperature control mechanisms like fans and or air conditioners.
15. Veterinary medicine store should be provided with firefighting equipment (fire extinguisher, steel bucket of sand).
16. Expired veterinary medicines should be segregated from usable stock.
17. No unregistered medicines should be kept in stock.
18. No human medicines should be stocked in a veterinary medicine store.

3. EQUIPMENT AND REFERENCE BOOKS

1. Refrigerators in good working conditions (for medicines needing refrigeration) must be provided.
2. Waste disposal container should be provided.
3. Current editions of publications must be made available ie.
PMPB Act and PMPB Regulations
Veterinary reference materials

4. RECORDS

1. Records of sources of veterinary medicinal products, receipt of goods should be available on file.
2. Records of stock movement and balances available for each veterinary medicinal Product e.g. tally cards or bin cards
3. To stock veterinary medicines only.

5. HUMAN RESOURCES

1. A veterinary medicine store should be managed by a full time qualified veterinary personnel.
2. Security watchmen should be deployed.