

**Form 'B'**

**[See Regulation 2.1.2, Regulation 2.1.3 and Regulation 2.1.7]**

**Application for License / Renewal of license except importing under  
Food Safety and Standards Act, 2006**

Kind of business (Please tick more than one, if applicable):

- Manufacturing/Processing including sorting, grading etc.
- Milk Collection/chilling
- Slaughter House
- Solvent extracting unit
- Solvent extracting plant equipped with pre cleaning of oil seeds or pre expelling of oil.
- Solvent extracting and oil refining plant.
- Packaging
- Relabeling (manufactured by third party under own packing and labeling)
- Importing
- Storage/Warehouse/Cold Storage
- Retail Trade
- Wholesale Trade
- Distributor/Supplier
- Transporter of food
- Catering
- Dhabha or any other food vending establishment
- Club /canteen
- Hotel
- Restaurant
- Other(s), please specify: \_\_\_\_\_

1. Name of the Company/Organization:

\_\_\_\_\_

2. Registered Office Address:

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3. Address of Premise for which license is being applied

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4. Name and/or designation, qualification and address of technically qualified person in charge of operations as required under Regulation

Name:

Qualification:

Address:

Telephone Number(s):

Mobile no:

Email:

Photo Identity card no and expiry date

5. Name and/or designation, address and contact details of person responsible for complying with conditions of license (if different from 4 Above):

Name:

Address:

Telephone Number(s):

Mobile no

Email:

Photo Identity card no and expiry date

6. Correspondence address (if different from 3 above)

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7. TelNo.:\_\_\_\_\_ Mobile No.:\_\_\_\_\_

Fax No:\_\_\_\_\_ Email:\_\_\_\_\_

8. Food items proposed to be manufactured:

S.No.	Name of Food category/item	Quantity in Kg per day or M.T. per annum

If required attach separate sheet

If already having valid license- mention annual quantity of each food category manufactured during last three years

9. Installed Capacity food product wise (per day)\_\_\_\_\_

10. For Dairy units

(i) Location and installed capacity of Milk Chilling Centers (MCC) / Bulk Milk Cooling Centers (BMCs)/ Milk Processing Unit/ Milk Packaging Unit in litres owned or managed by the applicant.

S.No.	Name and address of MCC/BMC	Installed Capacity

If required attach separate sheet

(i) Average Quantity of milk per day to be used/handled in

a. in lean season\_\_\_\_\_

b. in flush season\_\_\_\_\_

(iii) Milk products to be manufactured and their manufacturing capacity (tones/year)

1).....

2).....

3).....

11. For Solvent -Extracted Oil, De oiled meal and Edible Flour:

(i) Details of proposed business

Name of Oil bearing material	From seed or nut or cake	Solvent -Extracted Oil, De oiled meal and Edible Flour						Vegetable Oil
		Crude	Neutralized	Neutralized & Bleached	Refined	De oiled meal	Edible Flour	

If already having valid license- mention annual quantity of each product manufactured during last three years

ii) Name and address of factory or factories used by the miller or solvent extractor for processing oil bearing material produced or procured by him or for refining solvent extracted Oil produced by him.

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12. Sanctioned electricity load or HP to be used -

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13. Whether unit is equipped with an analytical laboratory

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If yes the details thereof:-

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14. In case of renewal or transfer of license granted under other laws as per proviso to Regulation 5(1) - period for which license required ( 1 to 5 years)

15. I/We have forwarded a sum of Rs.\_\_\_\_\_ towards License fees according to the provision of the Food Safety and Standards Regulations, 2011 vide:

Demand Draft no (payable to .....)

(Signature of the applicant/authorized signatory)

## **Documents to be enclosed for New Application for License to State Licensing Authority**

1. Form-B Duly completed and signed (In Duplicate) by the Proprietor/Partner or the Authorized Signatory
2. Blueprint/layout plan of the processing unit showing the dimensions in metres/square metres and operation-wise area allocation (mandatory for manufacturing and processing units only)
3. List of Directors/Partners/Proprietor/Executive Members of Society/Trust with full address and contact details (mandatory for companies only)
4. Name and List of Equipments and Machinery along with the number, installed capacity and horse power used (mandatory for manufacturing and processing units only)
5. Photo I.D and address proof issued by Government authority of Proprietor/Partner/Director(s)/Authorised Signatory
6. List of food category desired to be manufactured. (In case of manufacturers)
7. Authority letter with name and address of responsible person nominated by the manufacturer along with alternative responsible person indicating the powers vested with them viz assisting the officers in inspections, collection of samples, packing & dispatch. (for manufacturers / processors)
8. Analysis report (Chemical & Bacteriological) of water to be used as ingredient in food from a recognized/ public health laboratory to confirm the portability (mandatory only for manufacturing and processing units only)
9. Proof of possession of premises. (Sale deed/ Rent agreement/ Electricity bill, etc.) (optional)
10. Partnership Deed/Affidavit of Proprietorship/Memorandum & Articles of Association towards the constitution of the firm
11. Copy of certificate obtained under Coop Act - 1861/Multi State Coop Act - 2002 in case of Cooperatives
12. NOC from manufacturer (mandatory for relabellers and repackers only)
13. Food Safety Management System plan or certificate (if any)
14. Source of milk or procurement plan for milk including location of milk collection centres etc. in case of Milk and Milk Products processing units.(wherever applicable)
15. Source of raw material for meat and meat processing plants. (wherever applicable)
16. Pesticide residues report of water in case of units manufacturing packaged drinking water, packaged Mineral water and/or carbonated water from a recognised/ public health laboratory
17. Recall plan wherever applicable, with details on whom the product is distributed
18. NOCs from Municipality or local body
19. Form IX: Nomination of Persons by a Company alongwith the Board Resolution.
20. Certificate provided by Ministry of Tourism (HRACC). (Mandatory for Hotel Only)
21. For Transporters-Supporting documentary proof for Turnover or self declaration of number of vehicles. (Mandatory for Transporter Only)

**FORM NO.IX**

**(Form of Nomination – Refer rule 2.5.1)**

**NOMINATION OF PERSONS BY A COMPANY**

Being the proprietor or a signatory authorized by the board of directors of the company in terms of Rule 2.5.1 (2), I do hereby gives notice that the following persons(s) is/are nominated as the person(s) in charge of establishment, branch or the unit mentioned against the name of the person(s) and shall be responsible and liable for food safety or any contravention of the Act and rules/regulations or directions issued thereunder in respect of the concerned establishment/branch/unit. The person(s) shall take all such steps as may be necessary to prevent the commission by the Company of any offence under and comply with the provisions of Food Safety and Standards Act, 2006 and the Rules and Regulations made thereunder.

Branch wise/office wise nomination.

Establishment/branch/unit name	Name and Sign of Person i/c
1.	1.
2.	2.
3.	3.

A certified copy of the resolution of the board regarding the authorized

Signatory, dated \_\_\_\_\_ is enclosed.

Place: \_\_\_\_\_

For \_\_\_\_\_ Ltd./Private Ltd.

**1. Authorized signatory of the company**

**Place:**

**Date:**