

KOB wise Required Documents

Kind of Business Group

Manufacturer

Kind of Business

General Manufacturing

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S.No	Required Documents
1	Partnership Deed/Self Declaration for Proprietorship/Memorandum & Articles of Association towards the constitution of the firm / Copy of certificate obtained under Coop Act-1861/ Multi State Coop Act-2002 in case of Cooperative View Sample Document (/public/assets/docs/sample_docs/211- Partnership_deed_Self_Declaration.pdf)
2	Recall Plan * View Sample Document (/public/assets/docs/sample_docs/512_Food_Recall_Plan_as_annexure-I.pdf)
3	Photo I.D and address proof issued by Government authority of Proprietor/Partner/Director(s)/Authorised Signatory. View Sample Document (/public/assets/docs/sample_docs/208_Proof-of_Identity_of_applicant_issued_by_Government_Authority.pdf)
4	List of Directors/Partners/Proprietor/ExecutiveMembers of Society/Trust with full address and contact details with nomination of authorized signatory * View Sample Document (/public/assets/docs/sample_docs/112_203_List_of_Director_Partner_Proprietor_Executive_Member.pdf)
5	Analysis report(Chemical & Bacteriological)of water to be used as ingredient in food from a recognized/ public health laboratory to confirm the potability indicating the name of authorized representative of Lab who collected the sample and date of collecting sample. (Not Applicable if water is not being used as ingredient) View Sample Document (/public/assets/docs/sample_docs/205_Water_Test_Report.pdf),
6	Form IX: Nomination of Person as per Clause 2.5of FSS Rules, 2008 (Not applicable in case of Proprietor) Click here to Download Sample Document in English (assets/docs/FORM_IX.pdf) Click here to Download Sample Document in Hindi (/public/assets/docs/Form IX- Hindi.pdf) *
7	Name and List of Equipments and Machinery along with the number, installed capacity and horsepower used * View Sample Document (/public/assets/docs/sample_docs/204_Name_and_List_of_Equipment_and_Machinery.pdf)
8	Production unit photographs View Sample Document (/public/assets/docs/sample_docs/201_517_Production_unit_Photos.pdf)
9	Proof of possession of premises. (Sale deed/ Rent agreement/ Electricity bill, etc.) View Sample Document (/public/assets/docs/sample_docs/209_507_Proof_of_possession_of_premises.pdf)
10	NOC From Manufacturer Relabeller
11	Declare the compliance as per inspection checklist [Read Inspection Checklists in other languages (https://www.fssai.gov.in/cms/inspection-matrices.php)] *
12	Blueprint/layout plan of the processing unit showing the dimensions in metres/square metres and operation-wise area allocation * View Sample Document (/public/assets/docs/sample_docs/111_202_Blueprint_Layout_Plan.pdf)
13	Annual audit report/FSMS Plan/Certificate/Self Declaration regarding FSMS [Download self-declaration regarding FSMS (assets/docs/DeclarationRegardingFSMSPlan.pdf)]