

Documents Required

Fssai for Basic Registration

- Photo
- Government issued Photo ID such as AADHAAR, PAN, Voter ID etc
- Proof of Address of Business activity (if address is other than as mentioned in Photo ID Card)
 1. Electricity Bill with NOC
 2. Rent Agreement etc.

Fssai for State and Central License

However for the purpose of the state and central licence there is a requirement for various documents which are as follows:

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. (optional)
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 alternate responsible person indicating the powers vested with them viz assigning 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 potability (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/Self declaration for Proprietorship /Memorandum & Articles of association towards the constitution of the firm. (optional) – For MoA - Three pages need to be uploaded (First page - certification of incorporation, Second page - authorisation of food business activity and Third page - list of directors with addresses) 11. Copy of certificate obtained under Coop Act - 1861/Multi State Coop Act - 2002 in case of cooperatives. (wherever applicable)

12. NOC & Copy of License from manufacturer (mandatory for relabellers and repackers only)

13. Food Safety Management System plan or certificate (if any)