

Government of Tripura

Directorate of Family Welfare & Preventive Medicine

Dated, Agartala, the 22nd Feb. 2022.

To,

The Designated Officer's (District Health Officers)

Office of the Chief Medical Officer,
West (Agartala)/Sepahijala (Bishalgarh)/Gomati (Udaipur)/ Khowai/
South (Belonia)/ Dhalai (Ambassa)/Unakoti (Kailashahar)/North (Dharmanagar).

Sub: - "Quicker processing of License Applications for Manufacturing KoB"-reg.

Sir/Madam,

Please find enclosed herewith a copy of FSSAI letter vide No.RCD-01002/1/2021-Regulatory-FSSAI, dated 16th December, 2021 from Inoshi Sharma, Executive Director (CS), FSSAI, New Delhi, on the subject cited above which will speak for itself.

You are therefore instructed to take necessary action into the matter.

Encl: - As stated.

Joint Food Safety Commissioner
(Ex Officio Jt. Secretary &
Director of Family Welfare & PM)

Copy to:-

1. The PS to the Food Safety Commissioner (Principal Secretary), Govt. of Tripura, Agartala for kind information of Food Safety Commissioner.
2. The Additional Secretary (Health), Govt. of Tripura for kind information.
3. The Executive Director (CS), FSSAI, FDA Bhawan, Kotla Road, New Delhi-110002 for kind information.
4. The Director, Eastern & North Easter Region, FSSAI, Ministry of Health and Family Welfare, Govt. of India, Benfish Tower, 31 GN Block, 6th Floor, Salt Lake City, Kolkata-700091 for kind information.
5. The Dy. Food Safety commissioner, DFW&PM, Agartala for kind information.
6. All CMOs _____ for kind information.
7. The Food Safety Officers _____ for information & necessary action.

21.2.22
Joint Food Safety Commissioner
(Ex Officio Jt. Secretary &
Director of Family Welfare & PM)

Dated, the 16th December, 2021

ADVISORY

Subject: Quicker processing of License Applications for Manufacturing KoB - reg.

It has been noted that sometimes Food Business Operators (FBOs) face delay in processing of their license application when they apply for Manufacturer Kind of Business (KoB) for multiple food products. The common reason for such delay is the inability of FBO to specify the food products clearly in the license application. Due to this, the licensing authorities have to raise multiple/similar queries on the application with respect to some food products. This could happen even if they are satisfied from details provided with respect to other food products and sections of application.

2. In this regard, it is advised that the Licensing Authorities may advise the FBOs to delete such food products from the license application, for which FBO is unable to make corrections despite making the queries several times. FBOs may delete such products so that the license may be issued for the eligible products, without any delay.
3. Once the license is issued, FBO, if required, may file modification of its already issued license, with fee as applicable [Rs. 1000/- plus differential fee, if any] for remaining products.
4. This faster processing of License application will promote '**Ease of Doing Business (EoDB)**'. The FBOs would not face delay in issuance of License for the products found eligible as per Food Safety and Standards Regulations.
5. This issues with the approval of the competent authority.

Yours Sincerely,


(Inoshi Sharma)

Executive Director (CS)

Email: ed-office@fssai.gov.in

To,

1. All Food Businesses Operators, Associations, Food Safety Mitra and Other Stakeholders
2. Commissioner of Food Safety of all States/ UTs
3. Directors of all Regional Offices, FSSAI
4. CITO – to upload on FSSAI's website

Copy for information to -

1. PPS to Chairperson, FSSAI – For information
2. PS to CEO, FSSAI – For information

Annexure- I

Sr. No.	Common issue arising during processing of License / Registration applications	Suggested Actions
1	Format and Language of the queries made by Authorities on the application for license / registration	<ul style="list-style-type: none"> i. The queries raised by authorities shall be in point-wise manner. ii. Rule position to be quoted, wherever necessary iii. As far as possible, all queries shall be raised in one-go. iv. The language of the raised query shall be clear, so that it is easy for the FBO to understand.
2	Licensing/Registration Authorities rejecting application manually, subsequently sending the request for reactivation to FSSAI.	<p>While scrutinising of application, sufficient opportunities should be given to FBOs. The rejection of application shall be done only in case FBO fails to furnish desired information after making the queries atleast two times. The rejection of application shall be done with proper remarks.</p> <p>Once the application is rejected by Licensing/Registration Authority, FBO may appeal to Commissioner Food Safety as per provisions laid down under Section 31(8) and 32 (4) - (5) of the Act.</p>
3	Licensing Authorities rejecting State License applications of category 13.1 (Infant formulae, follow-up formulae, and formulae for special medical purposes for infants) and 13.2 (Complementary foods for infants and young children), for which FBOs are still eligible for State License / Registration based on the production capacity and turnover of the food unit.	<p>FBOs can apply for standardised Food Products under Food Product Category 13.1 and 13.2. These products can only be applied under General Manufacturing Kind of Businesses for State License or Registration as per the eligibility criteria selected by the FBO.</p> <p>State Authorities are required to process these applications for grant of State License and Registration.</p>
4	<p>Asking for additional documents beyond prescribed by FSSAI vide Order No.15(31) 2020/FoSCoS/RCD/FSSAI dated 19th March 2021.</p> <p>Registration Authorities asking for turnover declaration, trade license or to apply for license.</p>	<p>Authorities are advised to strictly follow the FSSAI order regarding KoB-wise list of mandatory documents for license.</p> <p>Authorities shall not ask for additional declaration if the same declaration has been submitted by FBO in the tick-based Form A or B.</p>

Annexure- I

5	CLA rejecting the application for central license on the basis of applicant's eligibility for State License / registration.	It is clarified in FAQ number 118 on Licensing/ Registration that FBO can apply in higher category subject to the fulfilment of all other requirements such as conditions and compliance associated with the category of License.
6	In case of Modification application i.e. migration from SL to CL or vice versa, initial authority rejecting the application with incomplete remarks.	If any FBO applies for change of category of License, initial authority shall process the application for migration as per FSSAI Order No. 15(31)2020/FoSCoS/RCD/FSSAI dated 31 st May 2021.
7	Queries by authorities at the time of renewal of license.	Authorities are advised to strictly adhere to the Advisory issued by FSSAI vide number 15(6)2017/FLRS/RCD/FSSAI dated 12 th March 2021 on timely renewal of licenses / registrations.
8	Authorities rejecting modification application while renewal application is in process.	If any FBO simultaneously files application for modification and application for renewal, the FoSCoS portal freezes the application for modification for any further processing, till the generation of renewed license / registration. In such case, authorities shall not reject application for modification until renewal application is processed.
9	Licensing authority rejecting application on the basis of wrong jurisdiction selected by FBO.	In FoSCoS, the change of jurisdiction of application for New License / Registration has been provided to the concerned Authorities. Authorities shall not reject the application, instead transfer it to correct jurisdiction. In case of already issued license/registration, provision for change of jurisdiction is provided under Commissioners' window.