

No. 15(6)2020/FLRS/RCD/FSSAI  
**Food Safety and Standards Authority of India**  
(A Statutory Authority established under the Food Safety and Standards Act, 2006)  
**(Regulatory Compliance Division)**  
FDA Bhawan, Kotla Road, New Delhi - 110002

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Dated, the 31<sup>st</sup> August 2020

**Subject: Standardized list of documents for FSSAI License- reg.**

FSSAI vide letter no. 15(15)2018/CLAs/RCD/FSSAI dated 22.11.2019 (copy enclosed) had advised Licensing Authorities (State/Central) to steer clear of seeking additional/irrelevant documents from FBOs leading to their avoidable harassment and undue delay in processing of applications.


2. The said matter was also discussed in the 28<sup>th</sup> and 29<sup>th</sup> meetings of CAC held on 22<sup>nd</sup> May 2020 and 5<sup>th</sup> August 2020 respectively wherein it was decided that kind of business (KOB) wise documents as already uploaded on the homepage of FLRS/FoSCoS (<https://foscos.fssai.gov.in/assets/docs/KoBwiseDocumentsrequiredforLicense.pdf>) should be followed uniformly by respective Licensing Authorities in all States/UTs. Since the requirement of uploading of signed copy of Form A (application for Registration) and Form B (application for License) by applicants has been done away, all applicants are now therefore, required to upload all documents mandatorily **self-attested** by the authorised signatory/proprietor.

3. In view of the above, you are requested to direct the concerned Designated Officers/Food Safety Officers to refrain from insisting on submission of additional documents beyond the list issued by FSSAI. The unnecessary insistence on submission of same by Licensing/Registration Authority may attract strict action against them. However, in case of pre-requisite condition of additional document requirement for grant of FSSAI License/Registration by a local body or a State/UT, the same shall be communicated to public through a public order issued by Competent Authority or Commissioner of Food Safety of concerned State/UT.

4. It was also decided to initiate consultation regarding the requirement of NOC from CGWA as a precondition for FSSAI licensing/registration as it is not uniform across the country is depending on the category of areas on the level of ground water. The requirement of NOC from CGWA reportedly hampers timely grant of FSSAI license/registration. Kindly send your comments at the earliest.

5. This issues with the approval of the Competent Authority and in supersession of previous correspondence on the subject of even number dated 31<sup>st</sup> August 2020.

Encl: As stated

  
(Dr Shobhit Jain)

**Executive Director (Compliance Strategy)**  
Email: ed-office@fssai.gov.in

**To**

1. Commissioner of Food Safety of concerned States/UTs and Regional Directors of FSSAI
2. CITO – for uploading on the website

**Copy for information to -**

1. Head (RCD)
2. PPS to Chairperson, FSSAI
3. PS to CEO, FSSAI