



SINDH FOOD AUTHORITY

APPLICATION FOR PRODUCT REGISTRATION

UNDER SECTION 19 OF SINDH FOOD AUTHORITY ACT 2016



Name of Applicant			
CNIC #	Ph #	Cell #	
Name of Product			
Nature of Product			
Locally Manufactured Products	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
No. of Manufacturing Units in Sindh			
Address of Manufacturing unit(s) in case of Local			
Imported Products	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Name and Address of the supplier			
Address of Warehouse where imported product is stored			
Product Registration with any Authority (if any) please give details			

Declaration

I hereby undertake that the information provided in this registration form is correct and no material information and date is concealed intentionally from the Authority. I request to kindly register my product and issue registration certificate as stipulated under section 19 of the Sindh Food Authority Act 2016.

Signature of Applicant

Food Safety Officer _____

ANNEXURE - I

CHECKLIST FOR BRAND/PRODUCT REGISTRATION

Food Business /Manufacturer

Name:

Brand/Product name:

Sr.	ITEM /ASPECT/REQUIREMENT	Yes/No	Page	Remarks
1	Registration form			
2	Proof of Identity of Applicant			
(i)	Copy of CNIC of applicant / authorized representative			
(ii)	Authorization Certificate/Letter			
3	Copy of previous Certificate of Product registration in case of Renewal			
4	Raw material/ important information			
(i)	Raw material list (complete)			
(ii)	Contact details of supplier of raw material (Contact No. + Complete address etc.)			
(iii)	Certificate of Analysis of each raw material			
(iv)	Halal Certification of each raw material			
5	Manufacturing unit			
(i)	Plant layout as per standard of SFA			
(ii)	Process flow/ manufacturing process			
(iii)	Quality Management System (ISO, HACCP etc.) (if any)			
(iv)	Specific temperature for product manufacturing and storage			
6	Laboratory Information (Name of Laboratory)			
(i)	Samples Collected by SFA			

(ii)	List of analytical test with reference			
(iii)	Technical staff in laboratory (Education + Experience)			
(iv)	Record maintenance in laboratory			
7	Product and label specification			
(i)	Finished product specification (Physical, Chemical and Biological)			
(ii)	Certificate of analysis of final product			
(iii)	Organic Certification (in case of claim)			
(iv)	Shelf life of final product, parameters and methods used to determine Shelf life			
(v)	Specimen of labelling			
8	Halal Certification of final product			
9	Recall policy for expired & Hazardous stock			
10	Discard policy of substandard list			

Note

- * Documents should be properly signed and stamped
- * Documents should be in legible writing and language
- * Make sure that no document is expired