

Department of Food Safety
Govt. of NCT of Delhi
8th Floor, Mayur Bhawan, Connaught Place, Delhi-110001

PART: 1 Frequently Asked Questions (FAQs) on FSSAI Licensing and Registration.

1) Are different License required for different kind of business activities at the same premise?

Ans: FSSAI license is issued for specific premises conducting business. All kinds of business activities which are being conducted at same premises can be applied for running different kind of businesses in a single license.

2) What are the different categories of license?

Ans: There are mainly two categories of licenses i.e. State License and Central License.

3) Who are petty food business operators? What is the eligibility for FSSAI registration certificate?

Ans: Petty food business operators (FBO) are those operators who himself manufacture, sells, any article of food or a petty retailers, hawkers, itinerant vendor or a temporary stall holder or small scale or cottage or any such other industries relating to food business operator having turn over upto Rs. 12 lacs .

4) Do I need to apply first Registration and then License?

Ans: No, you can choose any of the category of registration or license as per your eligibility.

5) My application has been returned back for modification/editing with some queries on it. What to do?

Ans: Read carefully the queries raised by Licensing/Registering Authority and respond by uploading the relevant documents within 30 days of time period from the date, file sent for editing.

6) Do I need to obtain FSSAI License for utensils/packaging material meant for serving or packaging of food?

Ans: No, FSSAI License/Registration is issued for the articles covered under the definition of food. However, food grade packaging materials are required for food packaging etc.

7) What is the fee for modification of license?

Ans: At present the fee for modification of license is Rs. 1000/- and for Registration is Rs. 100/-.

8) I am having rent agreement for 11 months but I am willing to apply my FSSAI Registration/License for 5 years, can I apply with this rent agreement?

Ans: Yes, but with extended rent/lease deed or with an undertaking of 5 years business agreement from landlord.

9) I have closed down my food business. How to surrender the FSSAI License/Registration?

Ans: Surrender of License is possible through online by using Login credentials. Once the concerned authority accepts the request, it will be considered as surrendered.

10) Is License/Registration transfer from one district to other district allowed?

Ans: Transfer of License/Registration within the district is possible only through modification but transfer of license and registration from one district to another district not possible.

11) How to contact the licensing authority of the concerned district for resolving license/registration related queries?

Ans: Names with Designations of district wise authorities are mentioned in departmental website www.foodsafety.delhigovt.nic.in under 'who is who' section.

12) On which points, inspection of my food business will be conducted?

Ans: Inspections are mostly conducted on sanitation and hygiene requirements as mentioned in schedule IV of FSS (Licensing and Registration of Food Businesses) Regulations, 2011.

13) Do Food Business establishments require inspections?

Ans: Yes, the licensing authority/registering authority any agency specifically authorized for this purpose shall carry out food safety inspection of the establishment.

14) What is the department's helpline number for License/ Registration related queries?

Ans: FBO can contact at Departmental toll free help desk no. 1800113921 for resolving the queries or can email to the concerned officer of the district available at www.foodsafety.delhigovt.nic.in.

15) How will I know about the stages/status of my application?

Ans: The status of an application can be checked through the FoSCos home page by entering application Reference No. and captcha code.

16) When one should apply for Renewal of License/ Registration?

Ans: Renewal of License/Registration can be applied four month prior to the expiry date. However, a fine of Rs. 100/- per day would be levied if the renewal application is made during 30 days of expiry.

17) Can License/ Registration be renewed after the expiry?

Ans. No, Once expired, FBO has to apply afresh for new license/registration.

18) What are the online available payment options?

Ans: The online payment can be made through Credit/ Debit Card, Net banking and UPI modes through payment gateways (SBI ePay and/or Razor Pay).

19) Do pharmacies and medical stores need to apply for a FSSAI license or registration if they are selling Health supplements or Nutraceutical products?

Ans: All food businesses including Pharmacies or Medical stores selling food articles including Health supplements and Nutraceutical products need to apply for FSSAI licence/ registration.

20) Please suggest if any license or registration is required for starting Pet Food Business?

Ans: - Animal feed does not come under the definition of food as per FSS Act, 2006. Thus, no FSSAI license/ registration is required in such cases.

21) In what circumstances the Designated Officer (DO) can suspend or reject the FSSAI License/Registration?

Ans: DO may suspend the license in case food business operators are not complying with the improvement notices issued to him. It may further be cancelled after giving an opportunity by issuing show cause notice (SCN) to the Food Business Operator.

22) How can I check the authenticity/validity of FSSAI license/registration no.?

Ans: There is FBO search facility available on FoSCoS portal. It can also be checked through scanning the QR Code available on license/registration copy.

23) I am having two premises in same district/sub-division do I need to apply separate FSSAI License/Registration for both the premises?

Ans: Separate license/registration is required for separate premise even if they are in same district/sub-division.

24) What is the maximum period for which FSSAI License/Registration can be applied?

Ans: FSSAI license and registration both can be applied for 01 to 05 years period.

25) What are the documents required for FSSAI License/Registration? From where do I get the list of required documents for FSSAI License?

Ans: As per kind of business, the documents are classified at FoSCoS home page however the main documents are FSMS plan, proof of premises like rent/lease deed, ID Proof, water testing report etc.

26) How to identify the category of FSSAI License/ Registration by number?

Ans. FSSAI License number is of 14 digits and starts with '1' while FSSAI Registration number is also of 14 digits and starts with '2'. Further, the first three digit pattern of FSSAI Central License out of 14 digit-License number is 100xxxxxxxxxxxx".

27) Do I need to physically visit the Department's Office for License/ Registration ?

Ans. No physical visit is required, as all documents are to be uploaded online on the portal <https://foscos.fssai.gov.in>. License/ Registration Certificate will be issued online through the registered email id of the applicant.

28) Is there any facility to assist FBOs to apply License/ Registration ?

Ans. Yes, there is a Facilitation Centre located at 8th Floor, Mayur Bhawan, Connaught Place, New Delhi-110001

29) What is Food Safety on Wheels (FSW)? How can a FBO/ Consumer get his/her food products tested?

Ans. Food Safety on Wheels is a landmark step which has brought food laboratory right at the door step of consumers. Three FSW's are running everyday across NCT of Delhi wherein any FBO/ Consumer can get their food products tested so as to assess its quality.

30) Are physical documents required to be submitted at State Offices for State License after submitting online application?

Ans. No, there is no need to submit physical documents at State office for State License/ Registration.

31) I have manufacturing units in multiple states. Will I be required to get a common license for the company or an individual license for each unit?

Ans. You will be required to obtain a Central License for the Head Office/Registered office of your company and individual Central or State license or Registration Certificate (as per the eligibility criteria of respective units) for each manufacturing unit in particular State/UT.

32) What is the address of the website for applying License/ Registration ?

Ans. The website is <https://foscos.fssai.gov.in>

33) How to decide my eligibility for License/ Registration ?

Ans. The applicant is required to follow the instructions available on the FoSCoS portal accessible through <https://foscos.fssai.gov.in> and fill the correct applicable details. The portal itself will decide the eligibility, fees to be paid and the documents required.

PART: 2 Frequently Asked Questions (FAQs) on Third Party Sample Testing.

34) What is Third Party Sample Testing?

Ans. It is a service offered by Department of Food Safety, Govt. of NCT of Delhi through which departments or organizations like police and railways and individuals can get any food article tested from the Food Laboratory of the Department.

35) What is the procedure to submit a sample for testing?

Ans. Applicant has to deposit the sample, filled in Form 'A' available at <https://foodsafety.delhigovt.nic.in/sites/default/files/All-PDF/Form%20A.pdf> along with prescribed fee.

36) Where to deposit the Sample and filled in Form 'A' ?

Ans. The Sample along with the filled in Form 'A' should be deposited in the Food Lab, A-20 Lawrence Road Industrial Area, New Delhi-110035.

37) How fees can be paid for Third Party Sample Testing ?

Ans. Applicants can deposit the fees by credit/ debit card through PoS (point of sale) machines installed at the Food Lab.

38) What is the fee structure for Third Party Sample Testing ?

Ans. Details of fees is available at

https://foodsafety.delhigovt.nic.in/sites/default/files/All-PDF/Fssai%20fee_1.pdf

39) How will I get the Sample Testing Report?

Ans. The Sample Analysis Report will be sent on e-mail address provided by the applicant in Form 'A'.

40) What is the timeline for Third Party Sample Testing?

Ans. 14 days.