Check List for Renewal of License

GENERAL REQUIREMENTS OF DOCUMENTATIONS

i) An application Form in **Form 24-D** along with name of technical staff.

ii) List of machinery, equipments and lab testing equipments in two copies.

iii) Copy of rent deed of premises, if hired along with proof of ownership of building owner.

iv) A treasury Challan amounting to Rs. 1200/- has been attached with depositing amount in following head :-

"0210 – Medical & Public Health
03 – Medical Training & Research
101 – Ayurvedic Receipt."

v) List of approval of all patent / proprietary and classical medicines duly signed by the proprietor or authorized signatory.

vi) List of drugs manufactured in last three years along with detail list of consumption of raw drugs along with quantity.

vii) Submission of quality control references of all approved patent / proprietary Ayurvedic / Unani drugs.

viii) The labels and flappers of approved formulations is to be attached.

ix) Consumption report of Raw Drugs be sent in alphabetical order of last 3 years in performa attached herewith. This information be sent in a hard copy as well as in soft copy.

WITH REGARD TO THE TECHNICAL PERSONS

x) Affidavit from technical staff members with regard to working as full time employee in concerned manufacturing unit and statement with regard to non-conviction under Drugs and Cosmetics Act, 1940.

xi) An attested photocopies of qualifications, experience and registrations of technical staff along with attested/self signed photograph.

WITH REGARD TO THE PROPRIETOR AND PARTNER OF THE FIRMS

xii) An affidavit from owner and partners with regard to the following submissions duly attested by 1st class Magistrate / Oath Commissioner / Public Notary

(a) That the premises is not utilized for any other purpose except manufacturing of drugs.
(b) That the premises is not being used for residential purpose.
(c) That the all raw drugs are being tested before their processing as per pharmacopieal standard mention in Ayurvedic Pharmacopia and the record is duly maintained.
(d) That all finished drugs are being tested as per the specifications submitted under rule 1.1(N) of Schedule 'T' and the medicines are of standard quality.
(e) That the record of all testing of raw material and finished drugs are duly maintained.
(f) That the firm shall follow the all norms prescribed in Schedule 'T' of Drugs and Cosmetics Rules, 1945.
(g) That the owner and partners have never been convicted under the Drugs and Cosmetics Act, 1940 and rules made thereunder, 1945.