


File No. 12011/01/2018-QA
Food Safety and Standards Authority of India
(A Statutory Authority established under the Food Safety & Standards Act, 2006)
(Quality Assurance Division)
FDA Bhawan, Kotla Road, New Delhi-110 002

Dated the 26th July, 2018

NOTICE

Sub: Inviting applications for Recognition/ Authorization/ Notification of NABL accredited food testing laboratories for analysis of samples under FSSA –modification in application form – reg.

In partial modification of this office notice No.11/202/LAB REC/QA/FSSAI/2014, dated 1.5.2014 on the subject mentioned above, interested parties/ laboratories are requested to supply information (along with the valid documentary proof) to FSSAI in the revised application proforma enclosed herewith (Annexure-I).


(Umesh Kumar Jain)
Joint Director (QA)
Tele. No.011-23237419

ANNEXURE - 1

**APPLICATION FOR RECOGNITION OF LABORATORY UNDER SECTION 43(1) OF
FSS ACT, 2006**

To
The Chief Executive Officer
Food Safety and Standards Authority of India
FDA Bhawan, New Delhi – 110002

Application No.....of 20..... (to be filled by receiving office)		
1.	Name and address of the applicant	
2.	E-mail address:	
3.	Telephone No.	
4.	Mobile No.	
5.	Permanent Account Number (PAN)	
6.	Category of Applicant: Govt./ Private/ Autonomous body of Govt.	
7.	Name and Address of the Laboratory	
8.	Name and address of the Accreditation Body (Attach certificate of signatory to APLAC/ILAC for accreditation as per ISO/IEC 17025)	
9.	Accreditation Certification number(s) along with date of issue and validity [Attach copy of Accreditation certificate/(s)]	
10.	Details of Accreditation (Enclose the documents in support as per <u>Format A</u>) a) Categories of food/test b) Specify food articles/test c) Accredited scope of testing	

11.	Details of Laboratory	
	a) Testing facilities available (Enclose list of the food items with testing parameters of products in <u>Format B</u> , as per relevant FSSR, 2011 as amended from time to time.)	
	b) Infrastructure in terms of land, building, laboratory space etc (Enclose a layout plan of the laboratory with measurements of areas)	
	c) Infrastructure available in terms of equipment and machinery (Enclose list of test equipments with their least count and range against the parameters tested as per relevant FSSR, 2011 as amended from time to time, in <u>Format C</u>)	
	d) Infrastructure in terms of manpower to carry out different functions of the laboratory (Enclose a list of employees with their designation, educational qualification and experience in the relevant are of work, in <u>Format D</u>)	
12.	Details of Food Analysts available in the laboratory (Enclose separate sheet for every Food Analyst, in <u>Format E</u>) a) Name and Qualification of Food Analyst b) Whether qualified under Rule 2.1.4 of the Food Safety and Standards Rules, 2011(Give details and certificate of Food Analyst) c) Details of Trainings/Specialized trainings attended by Food Analyst	
13.	Details of the Proficiency Testing and Inter Laboratory Comparisons attended and/or organized by the laboratory. (Attach a list of all such programs attended and organized with schedule of next two years, in <u>Format F</u>)	
14.	Whether the Laboratory was suspended/debarred/black- listed/fined	

	etc by court of law, Central Government/ State Government or any public authorities including Food Authority in the past or such proceedings are pending/contemplated against the laboratory (Give details thereof)	
15.	Capacity of analysis of food samples (Enclose a list of food items to be analyzed in a month, in <u>Format G</u>)	
16.	Quality Manual (Attach copy of quality manual)	
17.	Particulars of fee deposited for processing of application (application processing fee of Rs. 1000/- as DD in favor of “The Senior Accounts Officer, Food Safety & Standards Authority of India, payable at New Delhi”)	Bank Name: Demand Draft No: Demand Draft Date:
18.	Any other information laboratory wants to provide	
19.	Signature of the applicant with seal	Seal and Signature Name Designation Date & Place

Format A**Details of Accreditation (as per NABL Scope of testing)**

S. No.	Category of food	Specific food articles	Testing Parameters of products as per relevant FSSR, 2011

Format B**Testing Facilities Available (All inclusive scope of accreditation)**

S. No.	Category of food	Specific food articles	Testing Parameters of products as per relevant FSSR, 2011	Equipment(s) used in testing of parameters

Format C**Testing Equipments Available**

S. No.	Name of the equipment	Model/ Type/ Year of make	Range and Accuracy / Least Count	Date of last calibration	Calibration Agency	Calibration due on	Used in Testing of parameter(s)

Format D**Manpower Details**

S. No.	Name	Designation	Academic and Professional Qualification	Total Experience	Relevant training(s) done	Authorized Signatory (Yes/No)

Format E**Details of Food Analyst**

S. No	Name & Qualification of Food Analyst	Whether qualified under Rule 2.1.4 of the Food Safety and Standards Rules, 2011 (Give details and certificate of Food Analyst)	Details of Trainings/Specialized trainings attended by Food Analyst
1.			
2.			

Format F
Proficiency Testing

S. No.	Product / Material /Food item	Details of Test(s) / Parameter(s)	Date of Testing	Nodal Laboratory /PT Provider (Accreditation body/Country)	Performance in terms of Z score / Other criteria	Corrective actions taken (if any)

Inter Laboratory Comparison

S. No.	Product/Material	Details of Test(S)	Date of Testing	Nodal Laboratory/PT	Performance in terms of Z score/ Other criteria	Corrective actions taken (if any)

Format G
Capacity of Analysis

S. No.	Food Product/Item	Testing Time	Numbers of samples can be tested in a month (capacity)