

Annex XIII: Format for application for Import Certification

Date:.....

To,
The Director General
Department of Food Technology and Quality Control (DFTQC)
Babar Mahal, Kathmandu, Nepal.

Subject: Application for Import Certification.

Sir,

I/ we, on behalf of
intended to import food product from -----, apply for the
permission of import which requires compliance to Food Act and Regulation of Nepal.
The detail of the company, commodity and other related matters are given below:

1. General Information:

1.1 Name and Address of the Company/ Firm:

1.2 Name of the Chief Executive (MD/ GM/ Proprietor):

1.3 Name of the major Share Holders:

1.

2.

3.

1.4 Year of Registration:

1.5 Date of Renewal: Valid up to

1.6 Permission Requested for Import (Product):

1.7 Name, Quantity and Country of the Consignment Imported Last Time:

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1.8 Quantity and Country of the Same Product Imported Last Time:

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.....

1.9 Quantity of the Consignment applied for:

2. Product Detail:

2.1 Name of the Product in English (Nepali):
(.....)

2.2 Type of the Product:

2.2.1 Agricultural Product/ Unprocessed

2.2.2 Semi processed / Intermediate Product

2.2.3 Processed Product: Primary/ Secondary/ Tertiary

2.3 State of the Product:

2.3.1 Solid: Pallets/ Granular/ Flakes/ Flours/ Powder

2.3.1 Liquid: Semisolid/ Slurry/ Fluid/ Syrup/ Gel/ Oily/ Greasy

2.3.3 Gas: Jar/ Bottle/ Aerosols/ Spray

3. Packaging and Labeling:

3.1 Weight, Shape and Size of the Retail Pack:

3.2 Type of the Packaging Material:

3.3 Certifying Agency for the Packaging Material to be of Food Grade and Quality:

3.4 Whether the Copy of Quality Certificate of Packaging Material Attached with the Application: Yes/ No

3.5 The Labeling Detail of the Product:

- Languages used for labeling
- Net weight
- Composition
- Date of manufacturing
- Expiry date
- Other important information

4. Shipment:

4.1 Entering into Nepal in the truckload via Port.

4.2 Entering into Nepal through Kolkata-Birganj railroad.

4.3 Other shipment detail:

5. Manufacturing Unit:

5.1 Country of Manufacturing:

5.2 Detail Address of the Manufacturing Unit:

- Country:
- City:
- Industrial Area:
- Name of the Manufacturing Unit:
- Others:

5.3 Ownership: Government/ Semi government/ Private

5.4 Government Registration Number:

5.5 Types of Products Manufactured:

5.6 The Quality Assurance of Water Used for Manufacturing:

5.7 Number of Technologists in the Establishment:

5.8 Number of Quality Control Personnel:

5.9 Source of Raw Material:

5.10 Quality of Raw Materials:

5.11 Quality Control System of Raw Materials:

5.12 Is the Plant Certified by any Competent Authority: Yes/ No

5.13 Whether GMP/ HACCP is adopted by the Manufacturing Unit:

5.14 Authority Certifying GMP and HACCP System, or ISO 9000-2000:

5.15 Inspection Authority of the Government:

5.16 Schedule of Inspection and the Last Inspected Date:

5.17 Flow Chart of Processing:

5.18 Production Capacity of the Industry:

5.19 Product Testing Facility:

5.20 Routine Testing Parameter:

5.21 Parameters of Some Important Quality Indicator (in terms of analyzed values):

- a. Pesticide residues:
- b. Heavy metals:
- c. Radiation:
- d. Mycotoxin:
- e. Total Count:
- f. Other pathogens: