

FSSAI Registration of the Pilgrim Centres

Registration Process for pilgrim centres with an annual turnover not exceeding Rupees 12 Lakhs:

1. An application in **Form A of Schedule -2** should be submitted to the Registering Authority

Applicant should provide the following information:

- a. A passport-size photograph
 - b. A copy of a photo-ID e.g. driving license, passport, ration card or election ID card
 - c. Declaration of compliance to basic hygiene & safety requirements as addressed in Schedule-4 Part-I
 - d. Name of applicant/company, designation and kind of business
 - e. Contact details e.g.name of contact person, telephone number, mobile number, fax number, email ID if any
 - f. Address of the premises (address proof e.g. electricity bill, telephone bill, etc.) and correspondence address (if any).
 - g. Name of the food category proposed to be handled, stored and/or sold.
 - h. In case of new business – intended start-date must be mentioned
 - i. Source of water supply (e.g. public supply / private supply / any other source)
 - j. Whether any electric power is used in the manufacture of the food items (Yes/No)
 - k. Mention registration fees forwarded to registering authority along with application in the form of either demand draft or treasury challan.
 - l. Total annual turnover from the food business, along with any supporting documents showing proof of income (in case of renewal)
 - m. Fees for registration - Rs. 100/-
2. Mode of Payment: - Payment can be made through bank demand draft or treasury challan.
 3. You must both, follow compliance as well as attach a self-attested declaration (as per format provided -Annexure-I under Schedule-2) of compliance with basic hygiene and safety requirements as addressed in Schedule-4 part-I.
 4. The registering authority either accepts or communicates a rejection of the application with a written and recorded reason, or issues a notice for inspection within 7 days of receipt of an application.

5. After inspection, if the registering authority is satisfied with the implementation of Schedule-4 Part-I requirements, registration shall be granted within a timeframe of 30 days.
6. If registration is not granted or denied or an inspection is not ordered within 7 days as mentioned in point (5) or if a decision is not communicated within 30 days as mentioned in point (6), the petty food business operator can start his business.
7. In addition to point (7), the FBO is responsible for complying with any improvement suggested by the registering authority even later.
8. The registering authority cannot refuse the application without giving the applicant an opportunity for being heard, and his reasons will be recorded in writing.
9. The registration certificate and a photo identity card shall be issued by the registering authority which shall be displayed at a prominent place every time within the premises / any other place where the Food Business Operation is carried out.
10. Inspection of the registered establishment related to compliance of hygiene and safety (Schedule-4 part-I) shall be carried out once in a year.
11. The registering authority / designated food safety officer / any authorized external agency shall carry out these annual inspections.

Payment

The payment must be made by the Food Business Operator through treasury challan of the appropriate amount at Rs. 100/- per annum depending on the validity period (1 year or 5 years) requested for registration.

Conditions of Registration

Applicant / Organization shall ensure that he/she complies with the following conditions during the course of its food business:

1. True copy of the registration granted in Form C shall be displayed at a prominent place in the facility at all times.
2. Necessary access in the premises to be given to regulatory authorities or their authorized personnel and FSOs.
3. Communicate to authorities about any changes or modifications in activities which may affect food safety or in the content of the registration.

4. Employ at least one technical person (holding a degree in Science / Diploma in Food Technology / Hotel Management & Catering Technology / Degree or diploma in specific requirements of the business) to supervise the process / quality operations & daily activities related to food.
5. Ensure no product other than those mentioned in the registration are handled in the premises / facility.
6. Maintain facilities' sanitary and hygienic standards and workers' hygiene as specified in Schedule 4 according to the category of food business.
7. Maintain daily records of inward & outward of food products, stock and sales separately.
8. Ensure that the source and standards of food products used are of optimum quality. (If possible, the FBO should ask manufacturers of products for Certificate of Analysis of the food items used / handled / distributed by them.)
9. Ensure that food items are not stored / exposed on any premises which are not effectively / physically separated from privy, urinal, waste water / stagnant waste water, drain, near a dustbin or a waste storage area.
10. Ensure Clean-In-Place systems (wherever necessary) for regular cleaning of the storage cabinets, equipments (if any) and any other objects containing food products.
11. Ensure testing of relevant chemical and/or microbiological contaminants in food products (in accordance with FSSR, 2011) at least once in six months.
12. Ensure whether the required temperature for storage is maintained for particular food items throughout the supply chain till it reaches the end consumer.
13. Ensure that you purchase only from licensed or registered vendors and maintain a record of it.

[FSSAI Licensing of the Pilgrim Centres](#)

Food Business Operators involved in food businesses with an annual turnover of more than 12 lakhs are required to get license as per the procedures laid down in the FSS (Licensing and Registration of Food Businesses) Regulation, 2011.