



CHAPTER XI

REGISTRATION OF FACILITY FOR HANDLING, PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

11. All registering offices are instructed to register facility for handling, processing, packing and storage of **Other (Edible) Marine Products** subject to the condition that such premises should conform to the standards prescribed / adopted by the MPEDA.

The products under "Other (Edible) marine products" category are given below.

Sl. No	Product Name		
1	Agar Agar (Edible)	7	Fish gelatin
2	Sea Weed(Edible)	8	Fish Maws(Edible)
3	Seaweed Products (Edible)	9	Fish Oil(Edible)
4	Kappa Carrageenan	10	Chitosan and its derivatives (Edible)
5	Fish Collagen Peptide	11	Glucosamine
6	Fish Protein powder	12	Fish Hydrolysate powder (Edible)

11.1. REGISTERING OFFICES:

Under Rule 34(1) Secretary or other authorized officers are empowered to exercise powers of registration as per the respective areas assigned under the jurisdiction of various Registering Offices. In the case of establishment of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** where the registered office of the applicant is located in a place which is different from the actual location /base of operation of the establishment /facility, the Registering Office will be the office having jurisdiction over the location of the Establishment / facility.

11.2. APPLICATION FOR REGISTRATION:

Every application for registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** shall be made to the Secretary or other officers authorized by him in Form II(e) by Online mode at MPEDA registration portal (e-mpeda.nic.in/registration/Reg_login.aspx) along with prescribed registration fee to be paid online(**Annexure - I**).

11.3. PROCEDURE FOR REGISTRATION OF FACILITY FOR HANDLING, PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

1. How to Apply:

Application should be submitted online in Form II (e) for registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** for which a registration fee is prescribed by the authority from time to time and is to be paid online.

Application for registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** will have to be submitted online to the registering office having jurisdiction over the location of the facility. A copy of the norms prescribed for **Other (Edible) Marine Products** handling facility is available online for reference (http://e-mpeda.nic.in/registration/PdfFiles/MANUAL_OF_REGISTRATION_PROCEDURE.pdf).

Duly filled online application is to be submitted to the concerned registering office along with necessary supporting documents.

2. The prescribed application fee may be paid online through payment gateway.
3. The documents required to be submitted along with the application by uploading scanned copies in pdf format are given below.

- (a) Lay-out of facility.
- (b) Process flow chart of the products.
- (c) List of machinery / equipment (as available).
- (d) Certified copy of title deed.
- (e) Clearance from Pollution Control Board, other documents if any, as required by the registering authority.
- (f) Names & addresses of owners / Partners / Director / Trustees etc. (documentary evidence in support of ownership).
- (g) Photo ID proof of owner / all partners (Aadhaar & PAN Card evidence to be submitted compulsorily)
- (h) Permission from the local body to run such a unit.
- (i) Declaration (**Annexure- II**)
- (j) Registered lease agreement, in the case of leased property.
- (k) EIC Approval certificate, if available.

11.4. REGISTRATION FEE

Every application for the registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** shall be accompanied by the fees as prescribed by the authority from time to time through online.

11.5. NORMS PRESCRIBED FOR REGISTRATION OF FACILITY FOR HANDLING, PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

Registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products** will be subject to the following norms:

11.5.1. General requirements

- I. There shall be facilities for weighing, tanks / containers for washing and racks for draining out water from raw material. These containers / tanks shall be made of non-corrosive material, with smooth surfaces and easy to clean. They shall have proper inclination or any other arrangements for complete drainage of waste water.
- II. Water used for washing raw material, and other food contact surfaces shall be clean, filtered and shall follow quality norms as per IS 4251:2015, sourced from a well or bore well or public/ outside water supply. Test reports towards water quality shall be produced at the time of inspection.
- III. Water shall be chlorinated at the levels prescribed as per 9.1.6 Additional checks of EIC Executive Instructions, March 2012.
- IV. The facility shall have enough number of reaction tanks, solvent storage facility/separation/centrifugation facility depending on the product.
- V. Safety of boiler system/refrigeration system, if any, must be ensured through document support.
- VI. The facility shall obtain clearance from Pollution Control Board of the respective state and submit documentary proof thereof.
- VII. The facility shall have an in house testing laboratory to undertake primary quality checks on bacteriological / chemical parameters or shall have a tie up with an EIC approved laboratory to undertake such tests for the samples drawn from the handling centre.
- VIII. The facility shall have a proper boundary wall to prevent windblown dust or soil and dirt and entry of pests and other animals to the premises.
- IX. The facility shall maintain all records related to production, storage and hygiene & sanitation.
- X. The facility shall be sufficiently away from residential areas / complexes to avoid aesthetic / social issues.

- XI. The facility registered is allowed to manufacture only the specified product(s) supported by the process flow chart, and the registered unit will be monitored by the concerned MPEDA office periodically (once in 12 months). Violations of this norm can warrant de-registration of the unit.

11.5.2. Adequate SS tables shall be provided for cutting, trimming or sorting of products. For draining out excess water from the washed raw material, a table with a top of non-corrosive expanded mesh with holes shall be provided. The drainage system inside the processing premises should be covered with proper closures.

11.5.3. Separately coloured containers shall be used for keeping raw material, ice, finished materials and waste. Such colour coding shall be graphically displayed in the pre-processing and processing areas. Containers or areas used for handling the raw material shall be cleaned before use.

11.5.4. The raw material receiving area should be separated from the processing area. Similarly, the unit shall also have separate areas for packaging and storage.

11.5.5. Drying:

- i. The raw material shall be dried in open sunlight in a clean place but away from pollution and traffic.
- ii. Alternately, the facility is permitted to use mechanical driers or solar drying under closed conditions.
- iii. In case of mechanical drying, devices for monitoring temperature and moisture shall be installed.
- iv. Walls and ceiling of closed rooms that are intended for drying in artificial conditions shall be smooth and subjected easily to sanitary treatment.
- v. Raw material should be washed before drying. Water of prescribed standard and quality shall be used for washing and cleaning of food contact surfaces.
- vi. Any area with cemented or blacktopped place shall be used for drying the raw material. The height of the platform should not be less than 0.8 meter from the ground and ensuring that the windblown dust or splash water/ mud particles do not contaminate the products.
- vii. The platforms should be constructed in such a way to facilitate easy cleaning and sanitation.

11.5.6. Building and facilities:

- i. The immediate approaches of the processing areas shall be concreted or tarred or tiled to prevent windblown dust.
- ii. The layout of different sections shall be in such a way so as to facilitate smooth and orderly unidirectional flow of work.

- iii. The establishment shall be housed in a building of permanent nature affording sufficient protection from normal climatic hazards. The design and layout shall be such as to preclude contamination of the product.
- iv. The food handling areas shall be completely separated from the area used for residential purpose.
- v. Appropriate facility for processing and storage should be made available which is specific to the product line.
- vi. There shall be adequate natural or artificial lighting (110 – 220 Lux). The lights provided shall be at adequate heights close to the ceiling and shall not have spaces to harbour pests or birds. Lights provided shall be covered to prevent harbouring of pests and easy cleaning. All lights shall be serially numbered for easy identification and maintenance.
- vii. There shall be adequate facilities for natural or mechanical ventilation system to provide fresh air and where good steam and water vapour extraction facilities shall be provided with appropriate safety norms including environment.
- viii. The facility shall be provided with effective fly and pest proofing measures to prevent entry of insects, rodents, birds and animals.
- ix. The floor, walls, and ceiling of the rooms shall be smooth and subjected to sanitary treatment.
- x. All entry points shall be provided with feet washing, hand washing and contactless sanitization facilities. All doors shall be of self closure type
- xi. Instruments and utensils shall be of corrosion resistant material, easy to clean and disinfect.
- xii. Adequate waste receptacles shall be provided for frequent removal of waste from the working area.
- xiii. The area in which raw material is received and stored shall be separated from the area in which finished product is prepared or packed to eliminate contamination.
- xiv. Change rooms with adequate hand washing and sanitization facilities shall be provided for workers. Staff shall wear suitable clean working clothes and headgears.
- xv. Adequate separate toilet facilities shall be provided for male and female workers.
- xvi. Detergents and disinfectants shall be kept labelled and in such a way to prevent adverse effects on the equipment or products.
- xvii. Packing shall be carried out under satisfactory conditions of hygiene to preclude contamination of the products.
- xviii. Packaging material shall be stored in a designated damp proof, dry and cool place preferably on non-corrosive, non-absorbent pallets.
- xix. The packaging shall be adequate to protect it from ravages of weather during transport as well as damages due to handling.
- xx. All glass equipments (window panes, doors, mirrors, light covers) shall be serially numbered.

- xxi. All wet and dry chemicals shall be kept in lockable chambers separately on non-corrosive, non-absorbent pallets with proper labelling. Proper storage facility/ safety for hazardous chemicals should be ensured.
- xxii. All water supply pipes shall be fitted with Non-returnable valves.
- xxiii. The facility shall have functional fire fighting equipments.
- xxiv. The pre-processing and processing areas shall be facilitated with proper drainage system and the drainage shall be covered properly.
- xxv. No machinery shall be installed in the fish handling areas.

11.5.7. Storage:

- i. Isolated chambers for the storage of finished products with required temperature conditions shall be provided to maintain the quality and shall prevent deterioration of the product.
- ii. The storage shall be maintained in good hygienic conditions.
- iii. There shall be adequate lighting and ventilation.
- iv. Digital temperature recording device shall be provided in the storage as required by the product.
- v. The walls and floors shall be damp proof.
- vi. The storage should have suitable fly proofing and pest control arrangements.
- vii. Proper arrangements shall be made for stacking the packaged products in the storage room.
- viii. Storage shall be facilitated with non-corrosive, non-absorbent pallets to keep the finished products.

11.6. PROCESSING OF THE APPLICATION

1. On receipt of the application online, the registering Office of MPEDA shall check the entries, receipt of fees, and verify the supporting documents for their authenticity and completeness etc.
2. If any discrepancy is noticed, the application must be returned mentioning the reason for return and the parties may be asked to resubmit the application after rectifying the discrepancies.
3. If there are no discrepancies, the registering Office of MPEDA shall depute their field staff, not below the rank of Junior Technical Officer for inspection of the facility.
4. Physical verification of the facility to be done as per the format prescribed in **Annexure- III.**
5. Based on the receipt of the report by the Inspecting Officer and subject to the compliance to prescribed norms, and documentary requirements,

registration may be granted to facility for handling, processing, packing and storage of **Other (Edible) Marine Products**.

11.7. REFUSAL OF APPLICATION: RULE 34

The procedure for refusal of the application indicated in Chapter-II, Registration of PROCESSING PLANT, (**Page-32 of MPEDA Registration Guidelines**) may be referred.

GROUND FOR REFUSAL OF APPLICATION

1. An application may be refused if the facility for handling, processing, packing and storage of **Other (Edible) Marine Products** does not conform to the prescribed standards.
2. If there are adverse reports from the financial institutions against any of the Directors / Partners / the Proprietor.
3. If there is insufficient potable water at the premises.
4. Unsatisfactory arrangement for disposal of effluents.
5. In the absence of a valid license from the local bodies and if the authority feels that the facility is situated at a place where it will be injurious to the inhabitants.
6. If there is no clearance from the agencies concerned with protection of environment and public health (Pollution Control Board etc.)
7. If the applicant fails to submit any information / document as required by the Registering Office.
8. In case of refusal, the application fee will be refunded by the MPEDA Field Offices on surrendering the receipts issued. In case the application has to be refused, it shall be done as per the format prescribed below indicating the reasons for such refusal.
9. If any ban/moratorium on production of the product(s) exists/imposed later on, registration of facility for production of such product(s) will not be permitted.

Form of Refusal

Ref: Your application dated..... for registration of facility for handling, processing, packing and storage of **Other (Edible) Marine Products**.

In exercise of powers conferred on me vide Rule 34(1) & (2) of the MPEDA Rules 1972 read with Office Order Part-II No.1840/2005 dated 25.11.2005, I hereby refuse your application for registration of the facility on the following grounds:

- 1.
- 2.
- 3.
- 4.

The registration fee will be refunded on surrendering the original receipt issued to you.

In case you are aggrieved by this order of refusal, you may prefer an appeal to the Chairman under Rule 37 of the MPEDA Rules 1972, within 30 days of receipt of this order.

Yours faithfully,

Deputy Director/ Assistant Director
Name of MPEDA Field Office

11.8. ISSUE OF CERTIFICATE OF REGISTRATION.

The procedure for issue of Certificate of registration indicated in Chapter-II, Registration of PROCESSING PLANT, (**Page-33 of MPEDA Registration Guidelines**) may be referred.

Where the application for registration is not refused, a certificate of registration shall be granted in Form VI (e), and shall be subject to the terms and conditions specified in the certificate.

- i. If the registering authority is satisfied with the Inspection Report, the registration certificate will be issued in Form VI (e) (**Annexure-IV**).
- ii. It has to be ensured that the machinery, if any, is not installed in the fish handling area.
- iii. The owner of the facility for handling, processing, packing and storage of **Other (Edible) Marine Products** in actual possession of the establishment or the lessee who has taken the facility on lease for a period of at least 3 years will be issued with the certificate of registration on fulfilment of the norms prescribed for registration.
- iv. The owner of a registered facility for handling, processing, packing and storage of **Other (Edible) Marine Products** shall permit inspection of the establishment by any authorized officer deputed by MPEDA as and when required. Renewal of registration of facility shall be arranged based on specific application from the owner / authorized signatory of the facility and based on the physical verification carried out by MPEDA.
- v. (a) The facility of handling, processing, packaging and storage of other (non-edible) marine products, can be permitted to be established as ancillary unit of the facility

which is producing other (edible) marine products, provided all the norms are complied and there is adequate physical separation between the two units, to preclude contamination of edible product. This will be permitted only in those cases, where other (edible) marine products generate enough waste material which could be used as raw material for processing other (non-edible) marine products.

(b) In such cases, however, the applicant has to remit registration fees as prescribed for registering a facility for handling, processing, packaging and storage of other (Non-edible) marine products also in addition to the prescribed registration fees handling, processing, packaging and storage of other (edible) marine products while applying under Form II (e) (Annexure II).

(c) In such cases, checklist for verification of facility for handling, processing, packaging and storage of other (non-edible) marine products may also need to be used by verifying Officer of MPEDA in addition to the checklist for physical verification of facility for handling, processing, packaging and storage of other (edible) marine products.

(d) Such units however, will be treated as separate entities, as they are processing and packing edible as well as non-edible marine products from physically separate premises, and hence will be granted separate certificates of registration as facility for handling, processing, packaging and storage of other (edible) marine products and facility for handling, processing, packaging and storage of other (Non-edible) marine products, for the products as specified in the applications for registration filed with MPEDA.

- vi. **VALIDITY OF REGISTRATION:** The registration of the facility is valid for 3 years from the date of registration.
- vii. **RENEWAL OF REGISTRATION:** The owner of the facility shall apply 60 days from the date of expiry in advance for renewal of the registration with all relevant documents through online.

11.09. CANCELLATION OF REGISTRATION

The procedure for cancellation of registration indicated in Chapter-II, Registration of PROCESSING PLANT, (**Page-34 of MPEDA Registration Guidelines**) may be referred.

11.10. ISSUE OF DUPLICATE CERTIFICATE IN CASE OF LOSS / MUTILATION / LACK OF SPACE FOR ENDORSEMENT

Procedure for issue of duplicate certificate in case of loss / mutilation / lack of space for endorsement will be same as laid down in the case of

registration as an exporter (**Page-23 of MPEDA Registration Guidelines**) may be referred.

11.11. APPEAL AGAINST CANCELLATION OF CERTIFICATE

The procedure for appeal against cancellation of certificate of registration indicated in Chapter-II, Registration of PROCESSING PLANT, (**Page-35 of MPEDA Registration Guidelines**) may be referred.

11.12. CHANGE IN CONSTITUTION / OWNERSHIP

The procedure for change in constitution / ownership indicated in Chapter-II, Registration of PROCESSING PLANT, (**Page-35 of MPEDA Registration Guidelines**) may be referred

11.13. CHANGE IN NAME OF THE FIRM

Whenever there is a change in name of the firm, the owner must apply afresh for online endorsement of such change within 30 days along with a fee to be paid online as prescribed by MPEDA from time to time (**Annexure-3 Page-104 of MPEDA Registration Guidelines**). Endorsement will be done on the original Certificate of registration by the Registering Authority under intimation to HO.

11.14. LEASING OF FACILITIES

The minimum period of lease of the facility should be 3 years. Before granting registration, the registering office of MPEDA shall ensure that the establishment is on lease at least for 3 years.

11.15. OTHER ENDORSEMENTS

- i. Changes in capacity of facility and storage premises should be intimated to the Registration Authority within 45 days of such changes along with endorsement fee.
- ii. Whenever there is a change in the specifications / infrastructure of the facility, the same should be endorsed in the certificate of registration through online application with prescribed fees.
- iii. Wording of the endorsement will be:
"Verified for compliance as per MPEDA
Act and Rules on -----
Next verification due on -----".

11.16. PROCEDURE FOR INSCRIBING REGISTRATION NUMBERS ON CERTIFICATE OF REGISTRATION OF FACILITY FOR HANDLING, PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

1. The registration number assigned should start with a code denoting the State followed by code of respective infrastructure, which would be **OE** and then followed by serial number of that category and year. For example, a firm approved for registration as Facility for handling, packing and storage of other (edible) marine products in Kochi shall be given the following registration number

KL/OE/A/Y

Wherein 'A' represents the Serial number of the Facility for handling, processing packing and storage of other (edible) marine products and "Y" means year of registration.

11.17. Facility for handling, processing, packing and storage of other (edible) marine products located in the same premise or located in premises bearing same door / survey number shall be given only one MPEDA registration number. Details of each Facility for handling, packing and storage of other (edible) marine products with measurements and capacity shall also be indicated in the certificate.

11.18. FEES FOR REGISTRATION, RENEWAL AND ENDORSEMENT OF FACILITY FOR HANDLING, PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

The following fees is prescribed for the facility for handling, processing, packing and storage of other (Edible) marine products for registration, renewal of registration, and endorsements on changes in capacity, infrastructure, product, lease agreement etc.

Facility for Handling, Processing, Packing and Storage of Other (Edible) Marine Products	Registration (Rs.)	Renewal (Rs.)	Endorsements (Rs.)
With production capacity upto and including 1 ton in a shift of 8 hours	3000/-	1500/-	1000/-
With production capacity of more than 1 ton in a shift of 8 hours	6000/-	3000/-	2000/-

FORM II (e)THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY ACT AND RULES, 1972APPLICATION FOR REGISTRATION OF FACILITY FOR HANDLING,
PROCESSING, PACKING AND STORAGE OF OTHER (EDIBLE) MARINE
PRODUCTS

1. Name & Address of the applicant in full :
2. Name & residential address of the Proprietor / Partners / Directors as the case may be :
3. Status of the Facility (Proprietary / Partnership firm or private limited / public limited company) :
4. Location of the facility:
 - i) Door No :
 - ii) Survey no. of the plot :
 - iii) Ward number :
 - iv) Name of street :
 - v) Taluk and District :
5. Details of communication facilities
 - i) Telephone numbers :
 - ii) Fax number, if any :
 - iii) E-mail address :
 - iv) Mobile no. of Proprietor/ Managing partner :
6. Details of the civil structure :
 - i) RCC / tiled roofing
 - ii) Type of flooring (tiled or cement flooring) :
 - iii) Dimensions of the processing area / packing hall/s

	Processing area	Packing hall
a) Length in Meter :		
b) Breadth in Meter :		

- c) Height in Meter :
- iv) Processing / Packing area in M^2 :
7. Details of the fly-proofing arrangement :
8. Details of machinery, equipment and utensils available in the facility for other (edible) marine products :
9. Number of employees :
- a) Managerial :
- b) Supervisory :
- c) Workers :
10. Whether separate toilets have been provided? If so, whether the door is of self-closing type? :
11. Whether potable water facility is provided in the facility (as per IS4251:2015) :
- 12.a. Details of other (edible) marine product produced :
- b. Processing & preservation methods adopted (Please attach flow diagram) :
13. Maximum quantity of Other (Edible) marine products that can be packed in a shift of 8 hours :
14. Whether the facility intend to produce other (Non-edible) marine product out of the waste material generated from processing Other (Edible) marine products mentioned as per sl. no. 12 above. : Yes/ No
- 15.a. If yes, Details of the civil structure :
- i) RCC / tiled roofing :
- ii) Type of flooring (tiled or cement flooring) :
- iii) Dimensions of the processing area / packing hall/s :
- | | Processing
area | Packing | hall |
|-----------------------|--------------------|---------|------|
| a) Length in Meter : | | | |
| b) Breadth in Meter : | | | |

- c) Height in Meter :
 - iv) Packing area in M² :
- 16.Details of the fly-proofing arrangement :
- 17.Details of machinery, equipment and utensils available in the facility for other (non-edible) marine products :
- 18.Number of employees :
 - a) Managerial :
 - b) Supervisory :
 - c) Workers :
- 19.Whether separate toilets have been provided? If so, whether the door is of self-closing type? :
- 20.Whether clean, filtered water is provided in the facility :
- 21.Details of other (Non-edible) marine product produced :
 - b. Processing & preservation methods adopted
(Please attach flow diagram)
- 22.Maximum quantity of Other (non Edible) marine products that can be packed in a shift of 8 hours :
- 23.Details of registration fees paid :

Signature of the Applicant

Place:

Date:

DECLARATION

I, do hereby, declare that, to the best of my knowledge and belief, the above information is correct and complete

Signature of the applicant

Place:

Date:

Note:

1. Separate online application should be submitted in respect of each facility.
2. A lay-out of the facility, approved by the Local Body should be submitted along with the application.
3. A certificate to the effect that the Local Body and Pollution Control Board have no objection to run the facility in the plot with the said survey number should also be submitted along with the application.

**CHECK LIST FOR VERIFICATION OF APPLICATION FOR
REGISTRATION OF FACILITY FOR HANDLING, PROCESSING, PACKING
AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS**

1. Name and address of applicant	
2. Residential address of the Chief Executive (mention status of applicant) <ul style="list-style-type: none"> • Door No: (Attach copy of Bldg. Tax Receipt) • Ward No: • Survey No: (Attach copy of Land Tax receipt). • Contact No: 	
3. Location of Facility Whether sanction from local body has been obtained (Attach copy) Collect Proof of ownership and copy of lay-out approved by local body	
4. Nature of civil structure: <div style="text-align: right;"> Roof: Floor: Dimensions: </div> Handling area available Packing area available	RCC / Tiled / others Tiled / Cemented / others Length ----- Meters Breadth -----Meters Height ----- Meters ----- Sq. Meters ----- Sq. Meters
5. Details of products a) Type of other products b) Quantity of products that can be produced in 8 hours' shift c) No. of shifts / day Kgs or Tons

6. Storage of products Whether the applicant has provided adequate storage facilities for other (edible) product b) If yes, give capacity? c) Whether storage is as per standards prescribed	Yes/No
7. Whether fly proofing arrangements are adequate?	Yes / No
8. Whether doors are self-closing type?	Yes / No
9. Details of machinery /equipment for <ul style="list-style-type: none"> • Processing • Drying • Packing • Others 	
10. Total No. of workers employed	
11. Whether rest rooms, sanitization facilities and toilets are adequate?	
12. Whether water as per prescribed norms is provided?	
13. Whether the chemicals/ reagents are labelled and stored in a safe manner?	Yes / No
14. Whether the facility has maintained proper documents and records pertaining to production, product quality, storage, sanitization, workers' health and hygiene?	Yes / No
15. Whether the laboratory facilities & analytical arrangements are adequate?	Yes / No

<p>If yes, whether in-house laboratory or tie up with EIC approved lab?</p> <p>Documentary evidences may be verified.</p>	
16. Whether the facility fulfils all the statutory requirements prescribed	Yes / No
17. Whether the premises are clean and enclosed with a gated Compound wall?	
18. Payment details	
19. Details of non-compliances, if any	
20. Any other remarks	

Signature of Verifying Officer

Name

Designation

(Counter signed by)

JD / DD / AD

Date:



ANNEXURE IV

FORM VI (e)

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY ACT AND RULES, 1972

CERTIFICATE OF REGISTRATION OF FACILITY FOR HANDLING, PROCESSING,
PACKING AND STORAGE OF OTHER (EDIBLE) MARINE PRODUCTS

1. Number and date of the certificate of registration :
2. Name & address of the facility :
3. Name & residential address of the certificate holder (Proprietor /Partner / Director) :
4. Location of the packing centre :
 - a) Door No. :
 - b) Survey no. of the plot :
 - c) Locality :
 - d) Name of Street / Road :
 - e) Ward Number :
 - f) Taluk and District :
5. Type of Other (Edible) marine products processed :
6. Capacity of the facility to produce & pack Other (Edible) marine products in a shift of 8 hours in Kg or MT :
7. Storage capacity of Other (Edible)marine products (MT) :

Certified that this facility for Other (edible) marine products conforms to the standards prescribed / adopted by the Marine Products Export Development Authority and provides for a production capacity of MT of Other (edible) marine products in a shift of 8 hours and a storage capacity ofMT.

Signature of the officer
Issuing the certificate

Place:

Date:

(Seal of the Authority)

This certificate is issued subject to the provisions of the MPEDA Act and Rules 1972, the Export (Quality Control Inspection) Act 1963 and the subsequent Rules made thereof, and the conditions inscribed overleaf.

CONDITIONS OF REGISTRATION:

1. In case any change in the layout, design or capacity is required, the owner should get it approved by the Authority.
2. The owner should comply with the regulations or any other instructions, in respect of handling, processing, packaging, preservation, storage and export of the Other (Edible) marine products, issued by the Authority, from time to time.
3. The owner should use only the approved and food grade chemicals/ preservatives/ additives, if any required, while processing and packaging the products.
4. No chemical, detergent or repellent should be kept or stored in the processing /packing area of this establishment.
5. This establishment and its premises should be kept neat and tidy, sanitarily and hygienically.
6. The owner should maintain this establishment always conforming to the standards prescribed or adopted by the Authority.
7. The owner should maintain a day-to-day account in a register showing the quantity of Other (Edible) marine products received, handled, processed, packed and exported and the register should be made available for inspection by officers of the MPEDA on demand.
8. A copy of this certificate should be prominently displayed in the establishment.
9. The validity of the Registration is for 3 years from the date of issue of Registration certificate, and the owner of the facility should get this certificate of registration renewed by the prescribed date for renewal.
10. In case the ownership is transferred, the transferee should get the change of ownership endorsed in this certificate.

