

The Health Master

Documents to be Uploaded with the application form for grant repacking license for Drug:-

1. Requisite application form. (Original)
2. Required license fee along with additional items fee.
3. Blue print with site plan of the premises, duly signed by firm's Prop / Partners / Directors.
4. Ownership proof or Rent receipt and lease deed of the premises.
5. Copy of partnership deed (in case of partnership firm)
6. Memorandum and Article of Association duly signed by Directors of the firm (In case of Limited or Pvt. Ltd. Firm)
7. List of present directors of the firm showing their complete name and residential address.
8. Copy of Form-DIR-12, in case of change in Directors (registration, addition, replacement)
9. Non-conviction affidavit (under Drugs & Cosmetics Act, 1940 & Rules, 1945) of Prop / Partners / Directors. (also mention the status of partners / directors whether sleeping or active and name of responsible partner / director.
10. Resolution of Board of Directors regarding appointment of authorized signatory.
11. Non-conviction affidavit of authorized signatory, if appointed any by the firm.
12. List of competent technical staff along with copies of their educational qualification, experience and approval letter.
13. Non-conviction affidavit (under Drugs & Cosmetics Act, 1940 & Rules, 1945) of approved technical staffs (also mention the details of their educational qualification, date of joining and details of previous working).
14. Copies of academic qualification & approval of technical staff.
15. List of machineries installed along with purchase invoices.
16. List of laboratory equipments installed along with purchase invoices.
17. Qualification certificates of machineries and equipments.

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18. NOC from Fire department.
19. NOC from pollution control department (if applicable).
20. Proof of electricity load sanction.
21. Copy of allotment /occupation certificate form HSIDC / HUDA etc. (Whichever is applicable)
22. List of items in triplicate.

Note: Copies of documents should be self attested