

REGULAR ASSESSMENTS OF PHARMACEUTICAL FACTORY

Building Permit from RAJUK (building safety)

RENEWAL OF LICENSES

- | | | |
|---|---|--|
| 1 Trade license copy | 6 Copy of NID of owner/MD/CEO/director | 11 Fire license copy |
| 2 Rent agreements/ copy of land rejection | 7 Electricity demand note | 12 Boilers license |
| 3 Copy of NID of owner/MD/CEO/director | 8 Memorandum of article [Not mandatory] | 13 Explosive license |
| 4 Trade license copy | 9 Copy of approved factory layout plan | 14 Environmental clearance |
| 5 Rent agreements/ copy of land rejection | 10 Main copy of treasury challan | 15 Number and list of employees/workers of the factory |

Fire License with FSCD (fire-safety)

RENEWAL OF LICENSES

- 1 Land Deed
- 2 Certification to the effect that there is no case
- 3 Trade license
- 4 Memorandum of Association in case of limited companies [Not mandatory]
- 5 Deed of agreements

License from Department of Environment

RENEWAL OF LICENSES

- 1 NOC from local authority (City Corporation)
- 2 Project profile containing project details
- 3 Cadastral/ cadaster map with Daag & Khotiyan
- 4 Rent agreement or document of land ownership in case it is not a rented place
- 5 Treasury challan for the payment of fee

Factory or establishment License from DIFE

RENEWAL OF LICENSES

- | | | |
|---|---|--|
| 1 Trade license copy | 6 Copy of NID of owner/MD/CEO/director | 11 Fire license copy |
| 2 Rent agreements/ copy of land rejection | 7 Electricity demand note | 12 Boilers license |
| 3 Copy of NID of owner/MD/CEO/director | 8 Memorandum of article [Not mandatory] | 13 Explosive license |
| 4 Trade license copy | 9 Copy of approved factory layout plan | 14 Environmental clearance |
| 5 Rent agreements/ copy of land rejection | 10 Main copy of treasury challan | 15 Number and list of employees/workers of the factory |

REGULAR INSPECTION

NON-RMG Factory inspection checklist

Drug License from Drug Administration's General Directorate (DGDA)

RENEWAL OF LICENSES

- 1 Scanned copy of previously filled in Form 7 from Drug Administration's General Directorate (DGDA)
- 2 Scanned copy of NID
- 3 Scanned copy of Treasury Chalan
- 4 Scanned copy of Trade license
- 5 Renewal fee and mushak