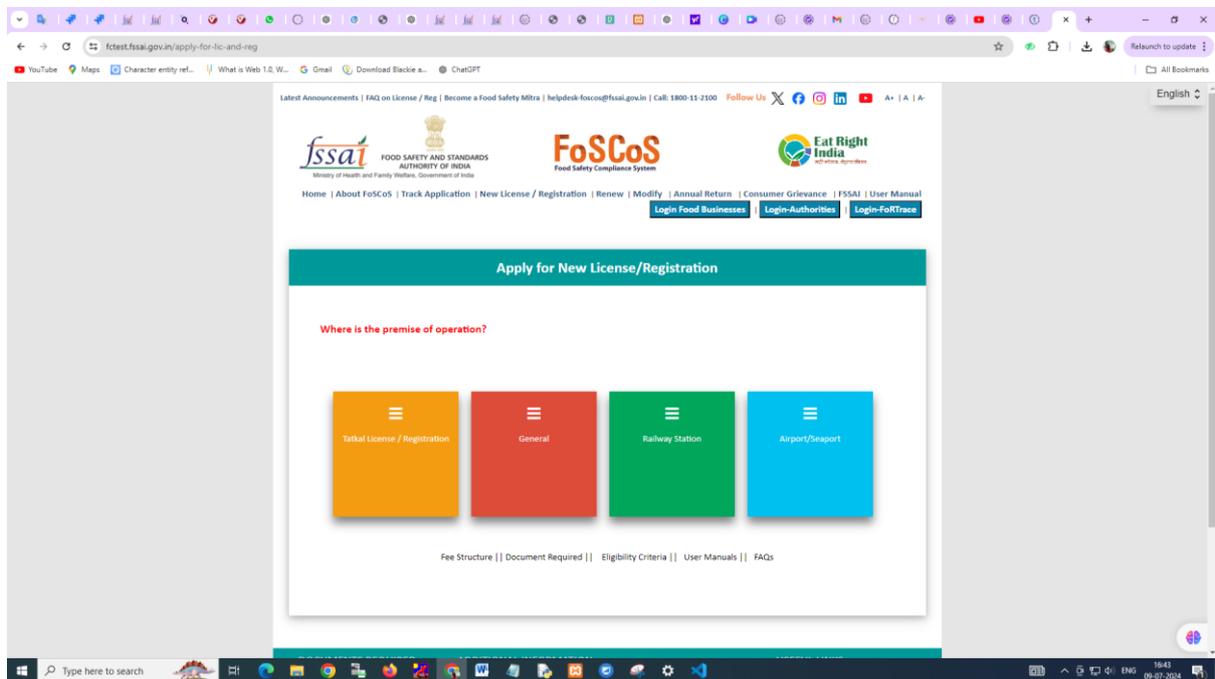
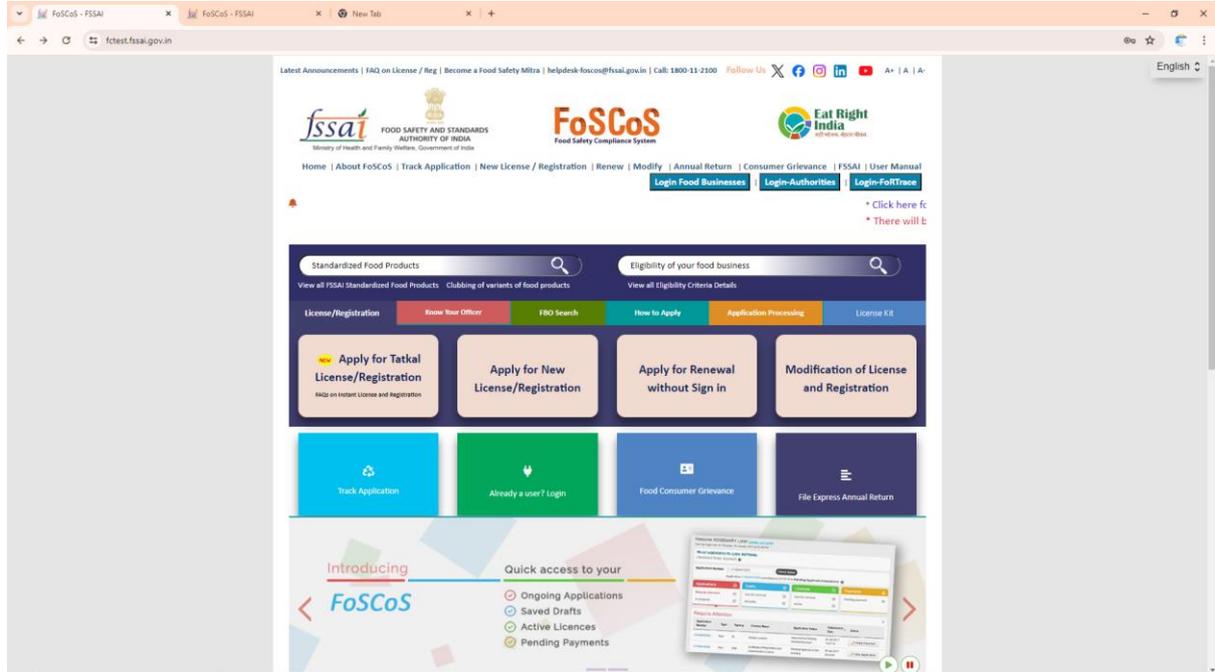
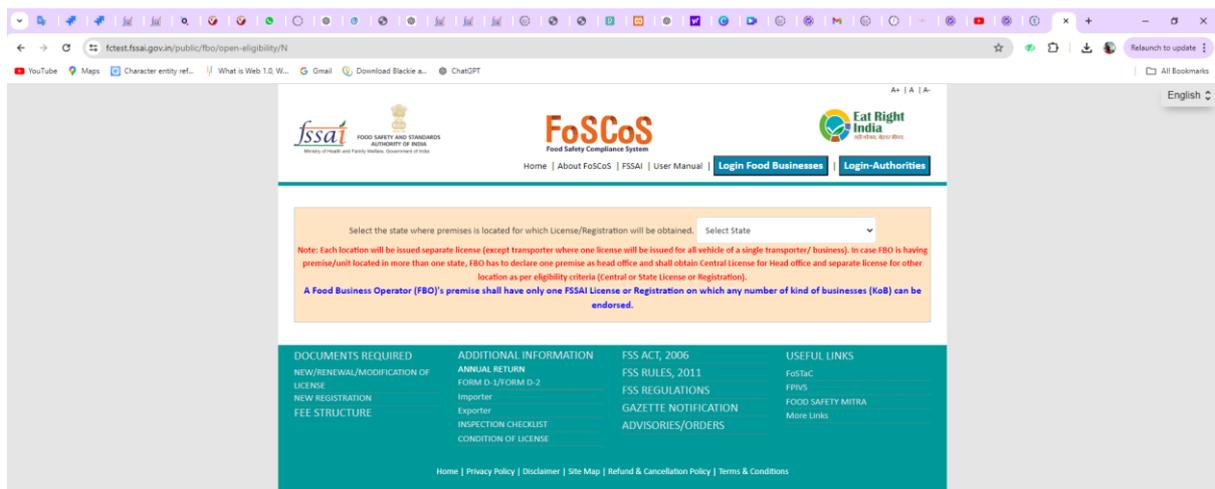


USER MANUAL FOR DIRECT SELLER LICENSE

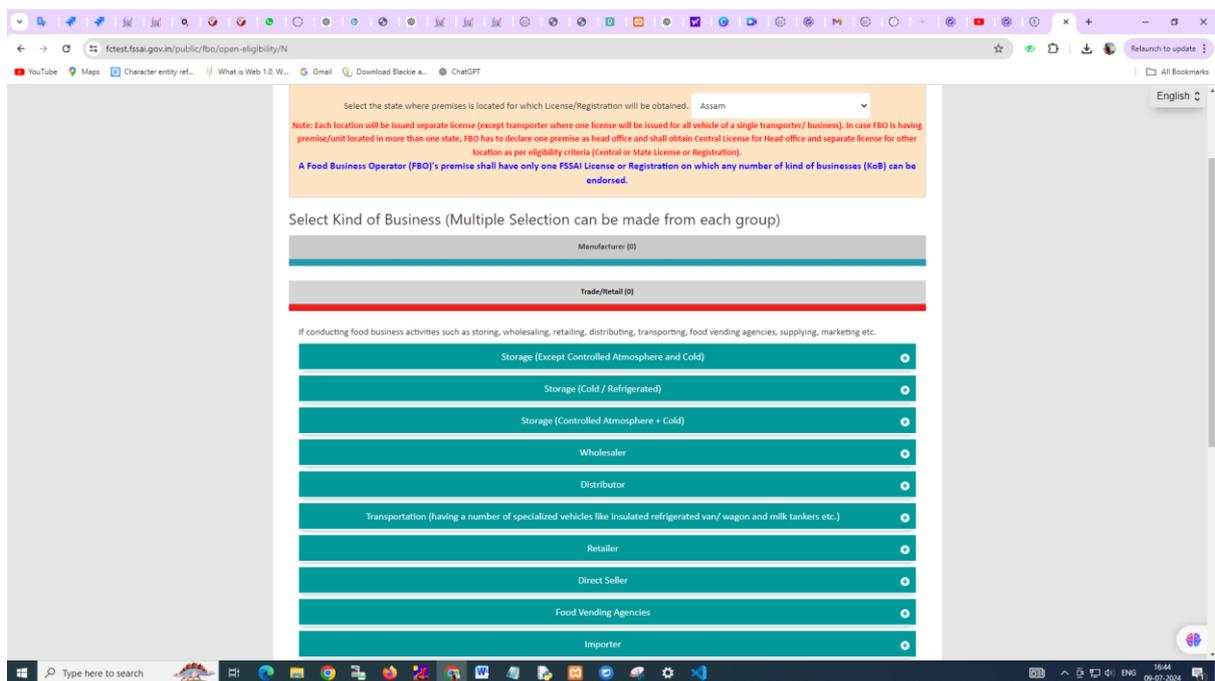
1. Goto FoSCoS Home Page and click on “Apply for New License/Registration” then click on “General”



2. Select the state from the drop-down menu

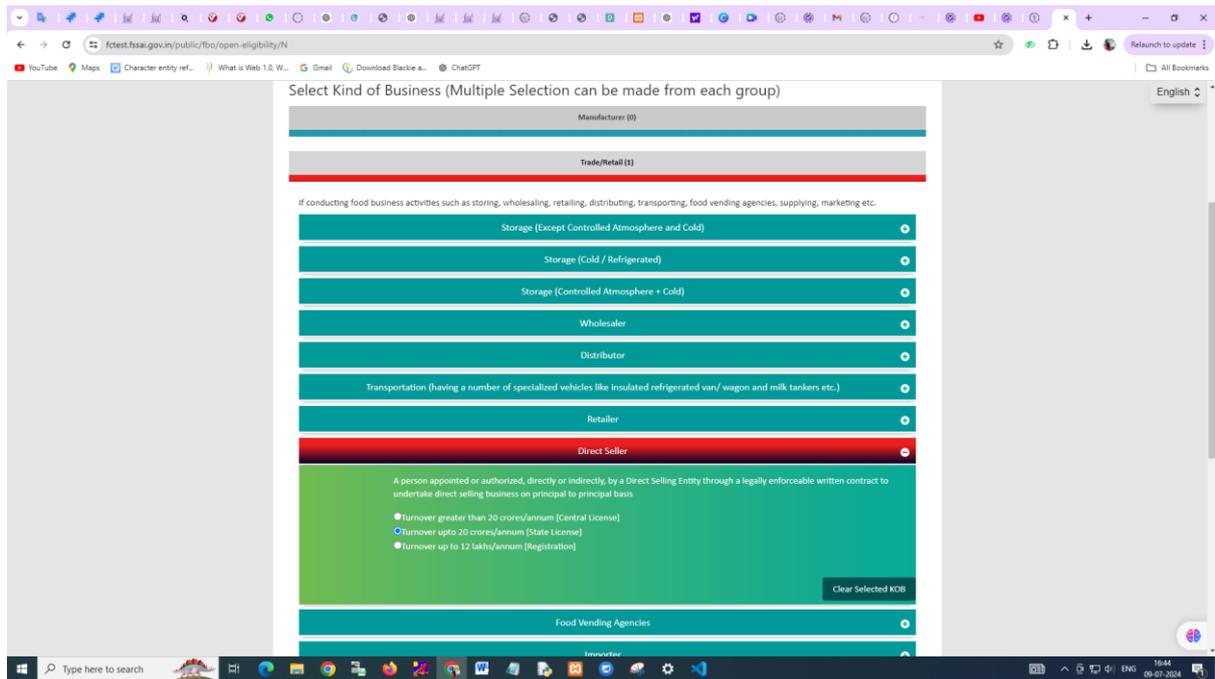


The screenshot shows the FSSAI website's public interface for license registration. At the top, there are logos for FSSAI, FoSCoS (Food Safety Compliance System), and Eat Right India. Below the logos, there are navigation links: Home, About FoSCoS, FSSAI, User Manual, Login Food Businesses, and Login-Authorities. The main content area features a form with a dropdown menu labeled "Select State". Below the dropdown, there is a note: "Note: Each location will be issued separate license (except transporter where one license will be issued for all vehicle of a single transporter/ business). In case FBO is having premise/unit located in more than one state, FBO has to declare one premise as head office and shall obtain Central License for Head office and separate license for other location as per eligibility criteria (Central or State License or Registrations). A Food Business Operator (FBO)'s premise shall have only one FSSAI License or Registration on which any number of kind of businesses (KoB) can be endorsed." Below the note, there are four columns of links: DOCUMENTS REQUIRED (NEW/RENEWAL/MODIFICATION OF LICENSE, NEW REGISTRATION, FEE STRUCTURE), ADDITIONAL INFORMATION (ANNUAL RETURN FORM D-1/FORM D-2, Importer, Exporter, INSPECTION CHECKLIST, CONDITION OF LICENSE), FSS ACT, 2006 (FSS RULES, 2011, FSS REGULATIONS, GAZETTE NOTIFICATION, ADVISORIES/ORDERS), and USEFUL LINKS (FoSTIC, FPIVS, FOOD SAFETY MITRA, More Links). At the bottom, there are links for Home, Privacy Policy, Disclaimer, Site Map, Refund & Cancellation Policy, and Terms & Conditions.

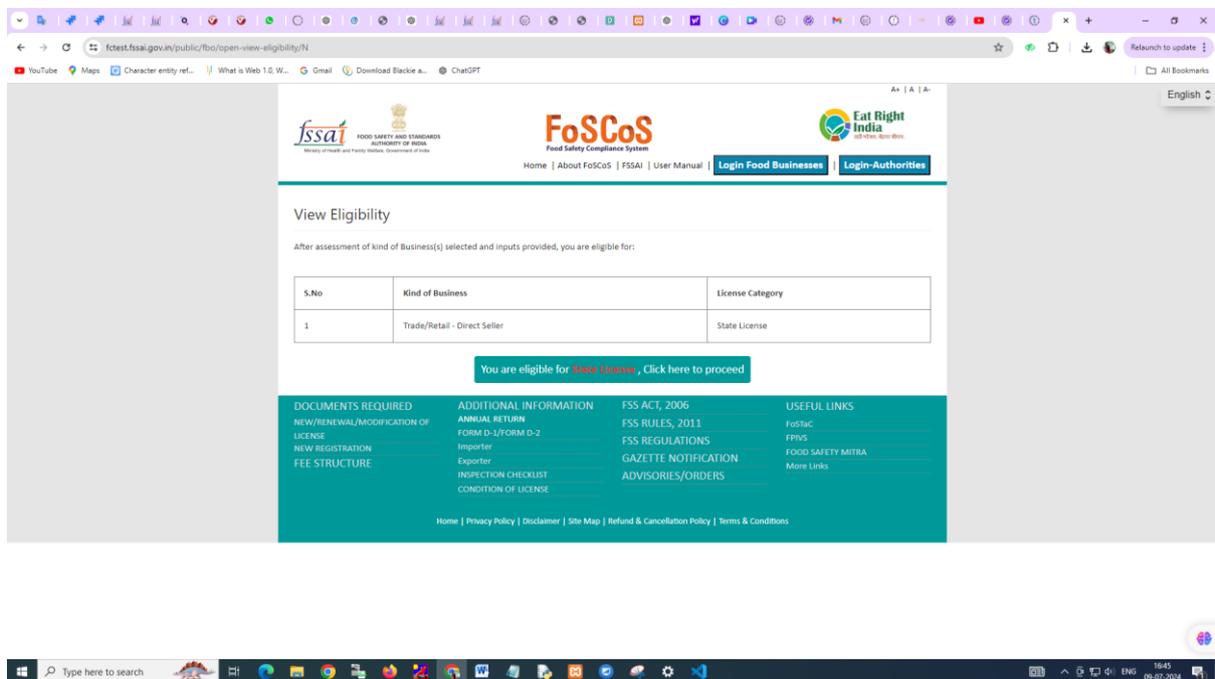


The screenshot shows the FSSAI website's public interface for license registration, specifically the "Select Kind of Business" step. The state dropdown menu is now set to "Assam". Below the dropdown, there is a note: "Note: Each location will be issued separate license (except transporter where one license will be issued for all vehicle of a single transporter/ business). In case FBO is having premise/unit located in more than one state, FBO has to declare one premise as head office and shall obtain Central License for Head office and separate license for other location as per eligibility criteria (Central or State License or Registration). A Food Business Operator (FBO)'s premise shall have only one FSSAI License or Registration on which any number of kind of businesses (KoB) can be endorsed." Below the note, there is a section titled "Select Kind of Business (Multiple Selection can be made from each group)". This section contains two main categories: "Manufacturer (0)" and "Trade/Retail (0)". Below these categories, there is a list of business types with checkboxes: Storage (Except Controlled Atmosphere and Cold), Storage (Cold / Refrigerated), Storage (Controlled Atmosphere + Cold), Wholesaler, Distributor, Transportation (having a number of specialized vehicles like insulated refrigerated van/ wagon and milk tankers etc.), Retailer, Direct Seller, Food Vending Agencies, and Importer.

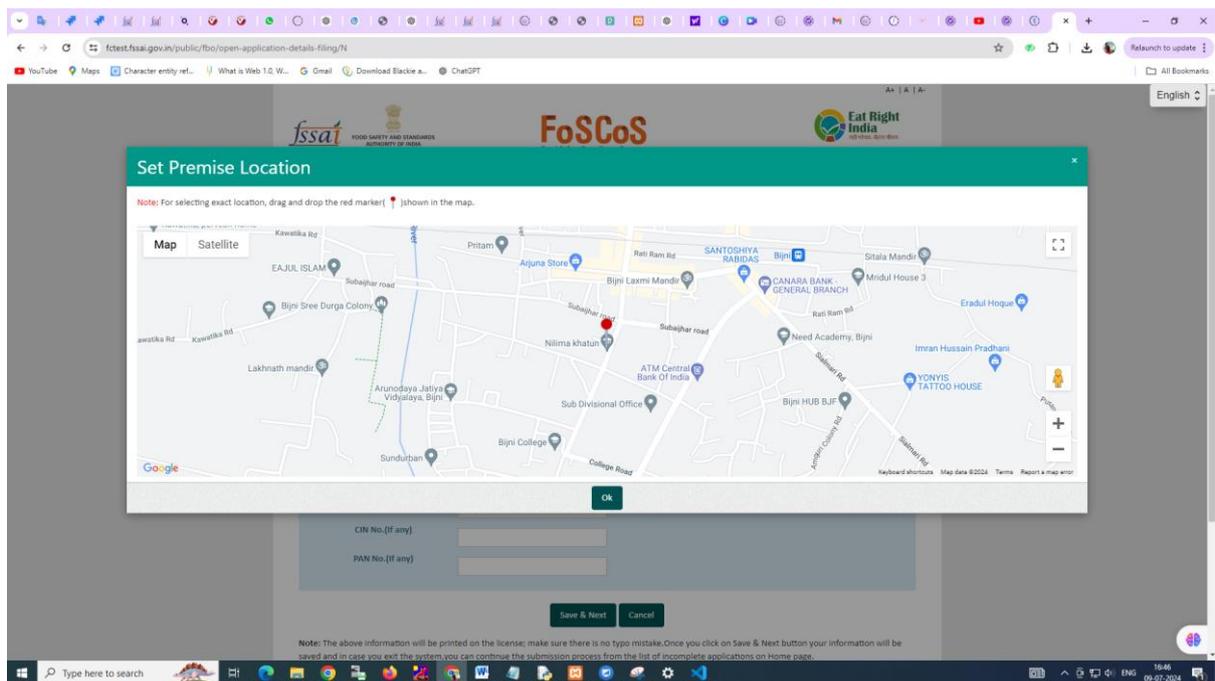
3. **Select the Direct Seller** under the Trade/Retail tab, choose the correct option as per turnover and **click on “Proceed”**



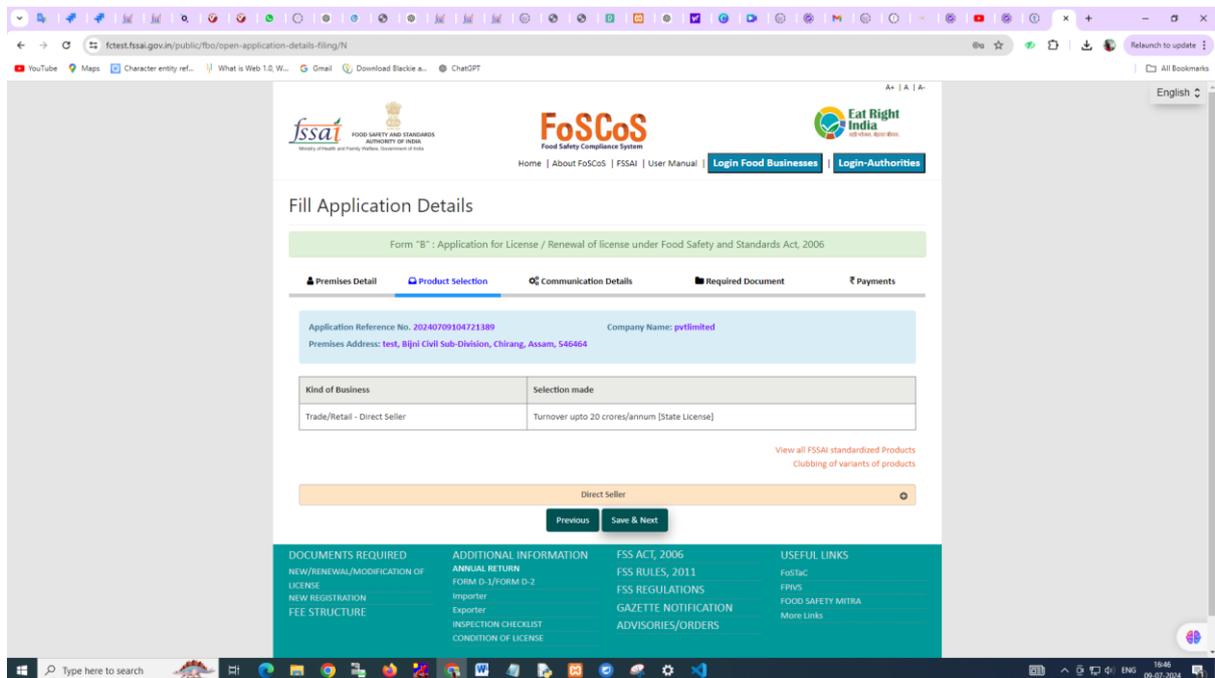
4. **Click on “Proceed”** to fill the application

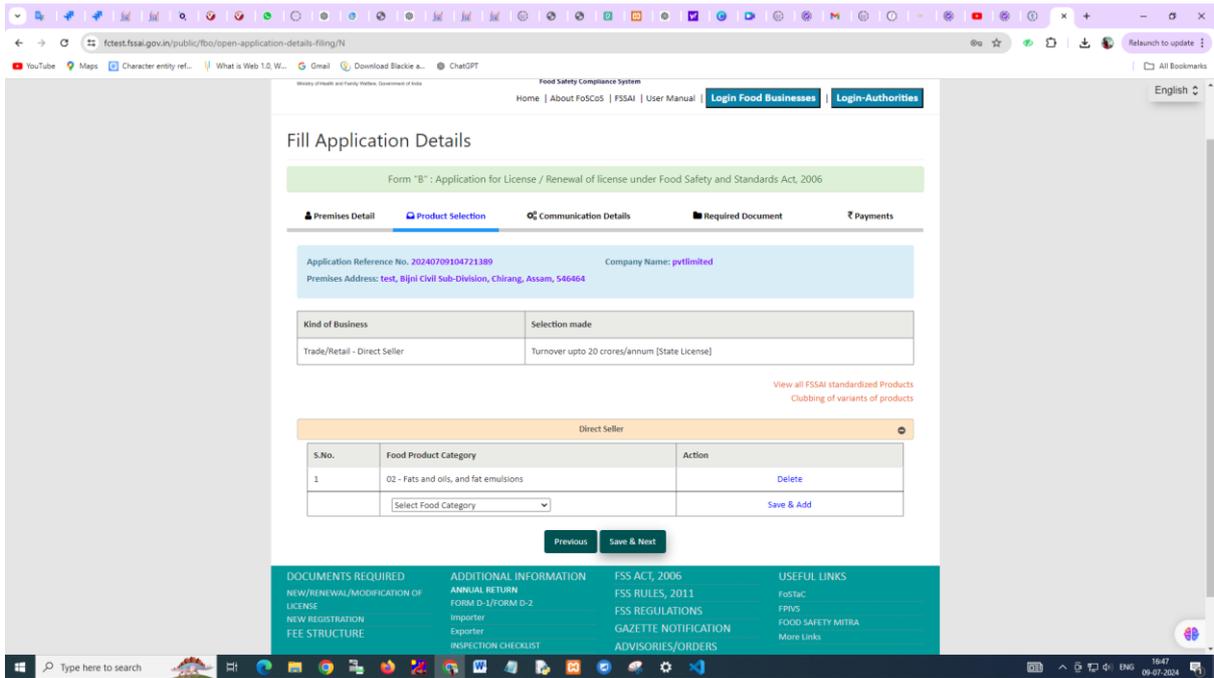


6. Set the premise location accurately

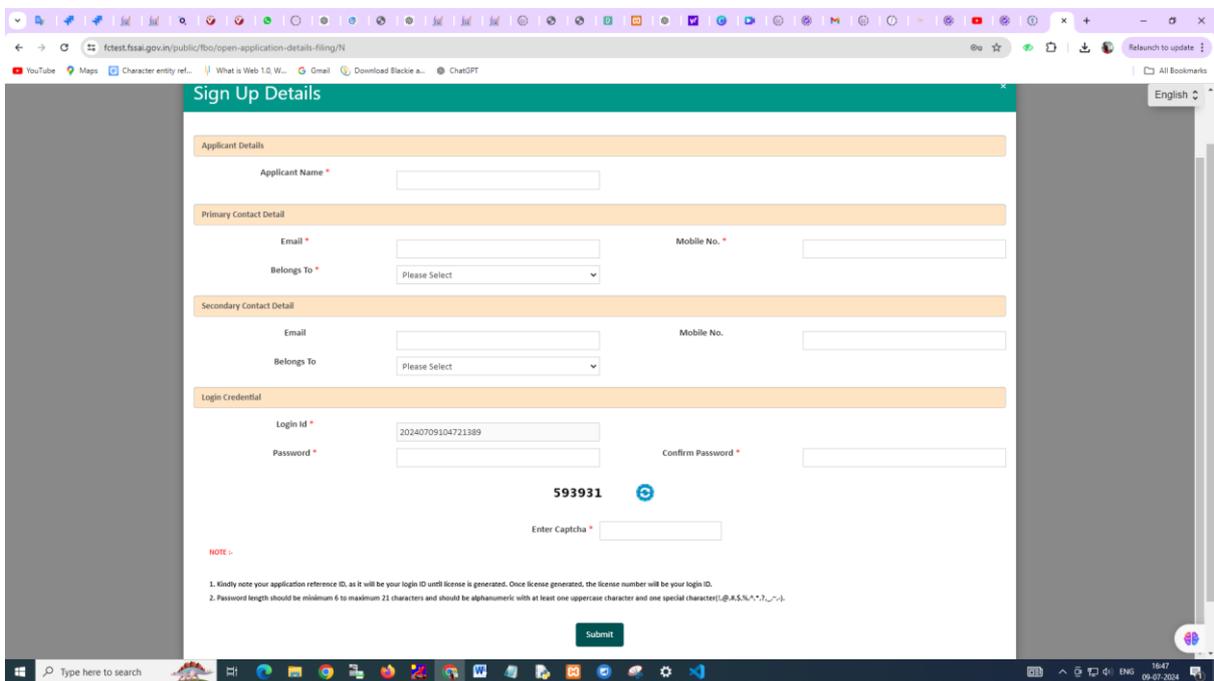


7. Select the products (under Direct Seller) and click on Save & Next

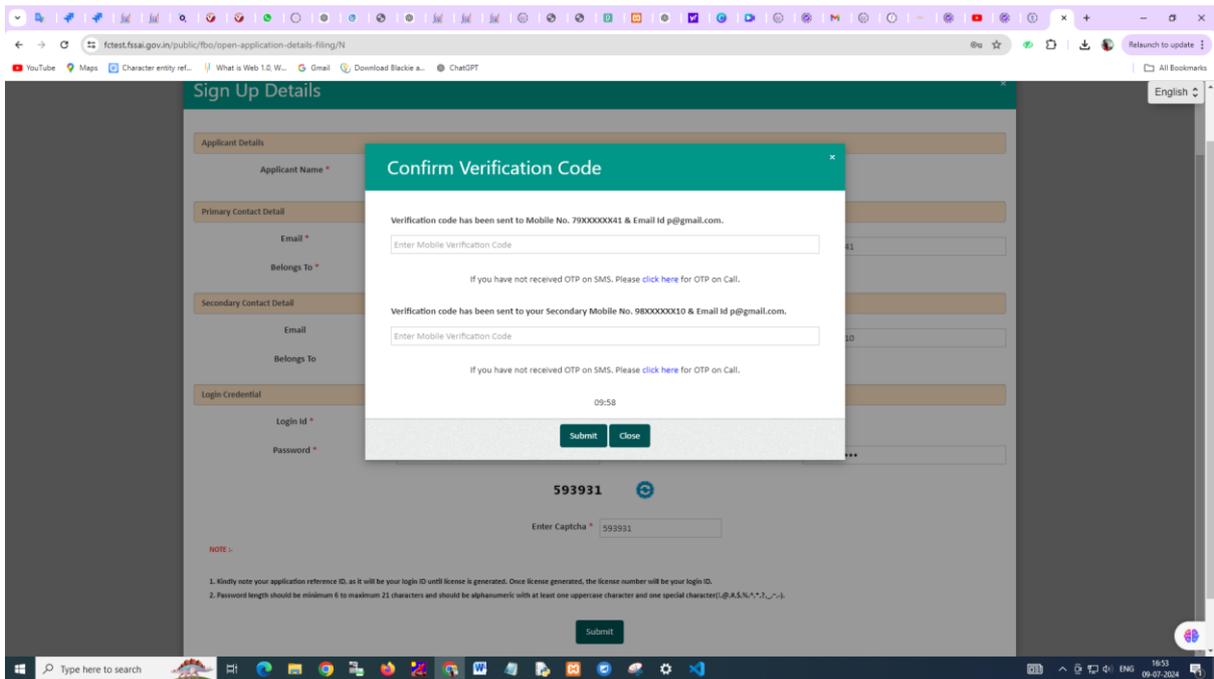




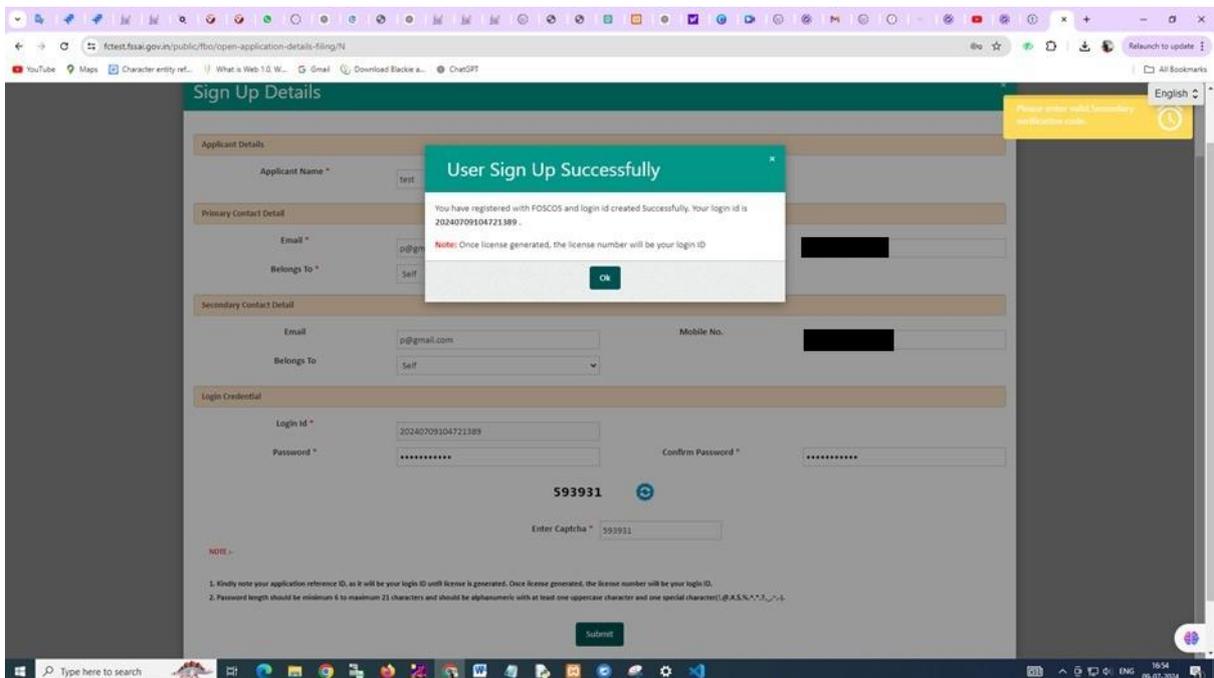
8. Enter the details for Sign Up and Click on Submit



9. Enter the OTP received on both- Mobile and email and click on Submit.



10. On successful Signup, the login ID is generated.



11. Enter the Communication details.

The screenshot shows the 'Fill Application Details' page for Form 'B' (Application for License / Renewal of license under Food Safety and Standards Act, 2006). The 'Communication Details' tab is active. The application reference number is 20240709104721389, and the company name is 'pvtlimited'. The premises address is 'test, Bijil Civil Sub-Division, Chirang, Assam, 546404'. The kind of business is 'Trade/Retail - Direct Seller' with a selection made of 'Turnover upto 20 crores/annum [State License]'. The registered address is 'test, Chirang, Assam, 546404'. The correspondence address is also 'test, Chirang, Assam, 546404', with the option 'Same as Registered Address' selected as 'Yes'.

12. Select the Number of years for the License

The screenshot shows the 'Other License Detail(s)' section of the application form. It contains a table for existing licenses and fields for head office/registered office and food safety mitra details. The 'Period for which license required' section has a dropdown menu set to '2' years, with a note that the license fee for 2 years is Rs.4000. At the bottom, there are buttons for 'Previous' and 'Save & Next', and a note stating that the period cannot be changed once the application has been submitted.

S.No	License Category	License No	Issued Date	Expiry Date	Issued By	Upload Document(s)	Action(s)
	Select License	License N	Issue Date	Expiry Dat	Issued B	Choose file No file chosen	Add & Save

Head Office/Registered Office License Detail(s) (If Applicable)

License No. [Add](#)

Food Safety Mitra Detail(s) (If Applicable)

FSM No. [Add](#)

Period for which license required

Select Year * License Fee 2 Year(s) is Rs.4000

[Previous](#) [Save & Next](#)

Note:
1. The period cannot be changed once application has been submitted.

DOCUMENTS REQUIRED
NEW/RENEWAL/MODIFICATION OF LICENSE
NEW REGISTRATION
FEE STRUCTURE

ADDITIONAL INFORMATION
ANNUAL RETURN FORM D-1/FORM D-2
Importer
Exporter
INSPECTION CHECKLIST
CONDITION OF LICENSE

FSS ACT, 2006
FSS RULES, 2011
FSS REGULATIONS
GAZETTE NOTIFICATION
ADVISORIES/ORDERS

USEFUL LINKS
FoSTAC
FPIVS
FOOD SAFETY MITRA
More Links

13. Upload all the mandatory documents.

The screenshot shows the 'Required Document' section of the FSSAI application details page. It includes a table with columns for S.No., Document Description, Submission Type, and Upload Document(s). Three documents are listed as mandatory, each with a 'Choose File' button and a 'No file chosen' message. A 'View Mandatory Documents' link is also present.

S.No.	Document Description	Submission Type	Upload Document(s) (Max File Size:5MB, Type:pdf,jpeg,jpg,png)
1	List of Directors/Partners/Proprietor/ExecutiveMembers of Society/Trust with full address and contact details with nomination of authorized signatory * View Sample Document	Mandatory	View / Delete
2	Photo I.D and address proof issued by Government authority of Proprietor/Partner/Director(s)/Authorised Signatory. View Sample Document	Mandatory	Choose File No file chosen Upload
3	Proof of possession of premises. (Sale deed/ Rent agreement/ Electricity bill, etc.) View Sample Document	Mandatory	Choose File No file chosen Upload

Note:

- All Documents shall be self-attested by Authorized Signatory/ Proprietor/ Individual or Applicant before uploading.
- * denotes document to be submitted on letter Head of the firm/company etc.

14. Click on Save & Next

The screenshot shows the 'Save & Next' button and a list of documents required for the application. The 'Save & Next' button is highlighted in green. Below it, there is a table with columns for DOCUMENTS REQUIRED, ADDITIONAL INFORMATION, FSS ACT, 2006, and USEFUL LINKS.

DOCUMENTS REQUIRED	ADDITIONAL INFORMATION	FSS ACT, 2006	USEFUL LINKS
NEW/RENEWAL/MODIFICATION OF LICENSE	ANNUAL RETURN FORM D-1/FORM D-2	FSS RULES, 2011	FoSTAC
NEW REGISTRATION	Importer	FSS REGULATIONS	FWVS
FEE STRUCTURE	Exporter	GAZETTE NOTIFICATION	FOOD SAFETY MITRA
	INSPECTION CHECKLIST	ADVISORIES/ORDERS	More Links
	CONDITION OF LICENSE		

15. E-Sign using Aadhar/Mobile – Enter the Mobile/Aadhar number and click on “proceed”.

FSS Act 2006 and Rules and Regulations made thereunder. Our facility shall comply with the general hygiene and sanitary requirements as mentioned in the Schedule 4 of the FSS (Licensing and Registration of Food Businesses) Regulations, 2011.

- I/We shall abide with all conditions of License.
- Expected capacity/turnover of the food business is to the best of my knowledge. I/We shall modify the License as and when our eligibility in the mentioned criteria changes.
- I/We shall be responsible for Permissible Additives (Coloring, Preservatives, etc.) as per the FSS (Health Supplements, Nutraceuticals, Food Products and Additives) Regulations, 2018 and FSS (Approval of Food Products as per above mentioned) Regulations, 2018.
- In case of repacking of food article maintaining the required special status.
- I shall manufacture only standard deviation in ingredients or additive food products.
- I/We have complied with all the provisions of the FSS Act, 2006 etc.
- I/We do not possess more than one license for the same category of food products.
- I have read/understood the punishment for false information. If a person, in connection with a requirement or direction under this Act, provides any information or produces any document that the person knows is false or misleading, he shall be liable to penalty which may extend to ten lakh rupees."

I do hereby solemnly affirm and declare that all information and particulars furnished here by me are true and correct to the best of my knowledge.

Declaration || Conditions of License || Inspection Checklist

घोषणा || अनुमति की शर्तें || निरीक्षण जांच सूची

Previous Save & Next

DOCUMENTS REQUIRED NEW/RENEWAL/MODIFICATION OF LICENSE NEW REGISTRATION FEE STRUCTURE	ADDITIONAL INFORMATION ANNUAL RETURN FORM D-1/FORM D-2 Importer Exporter INSPECTION CHECKLIST CONDITION OF LICENSE	FSS ACT, 2006 FSS RULES, 2011 FSS REGULATIONS GAZETTE NOTIFICATION ADVISORIES/ORDERS	USEFUL LINKS FoSTAC FPIVS FOOD SAFETY MITRA More Links
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16. Select the payment method

Form "B" : Application for License / Renewal of license under Food Safety and Standards Act, 2006

Premises Detail Product Selection Communication Details Required Document **Payments**

Application Reference No. 20240709104721389 Company Name: pvtlimited
Premises Address: test, Bijni Civil Sub-Division, Chirang, Assam, 546464

Kind of Business	Selection made
Trade/Retail - Direct Seller	Turnover upto 20 crores/annum (State License)

Total Amount: Rs. 1000 (Rs. 1000 Application Fee)

Online Payment through RazorPay PayUbiz

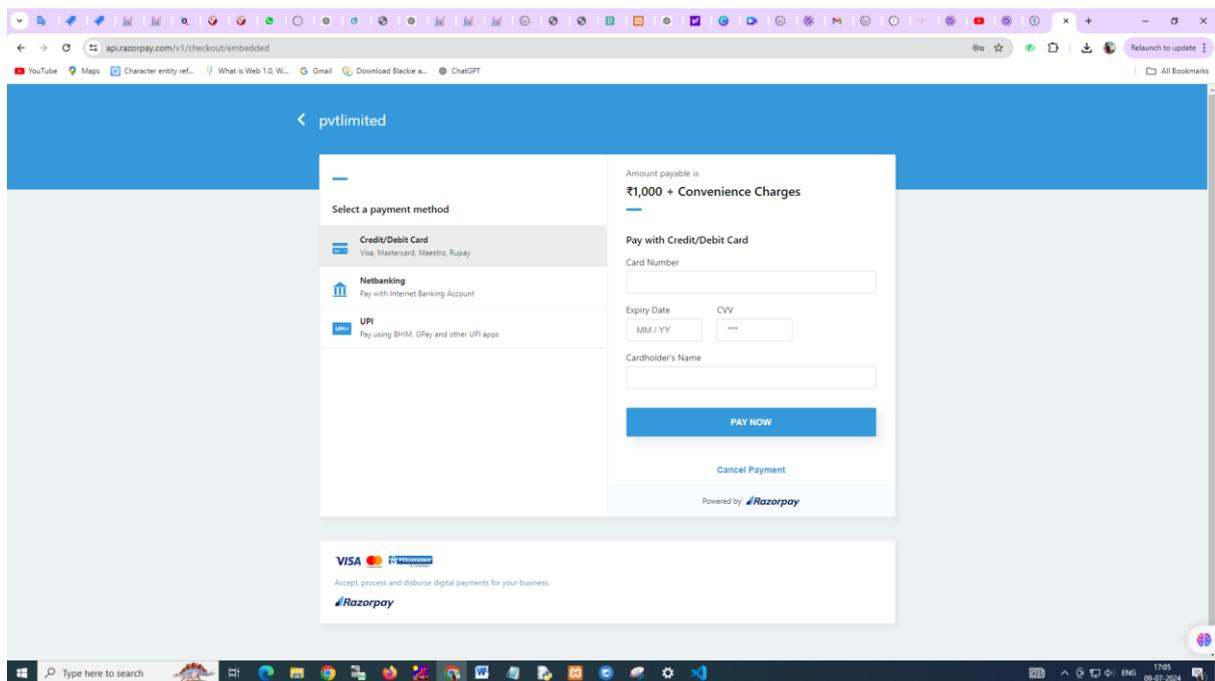
Preview Application Previous

Note: 1. IT division is required to prepare a user manual for raising the ticket related to payment errors. 'FBO Help' utility has been enabled. FBOs can now register their technical issues by login into their window.

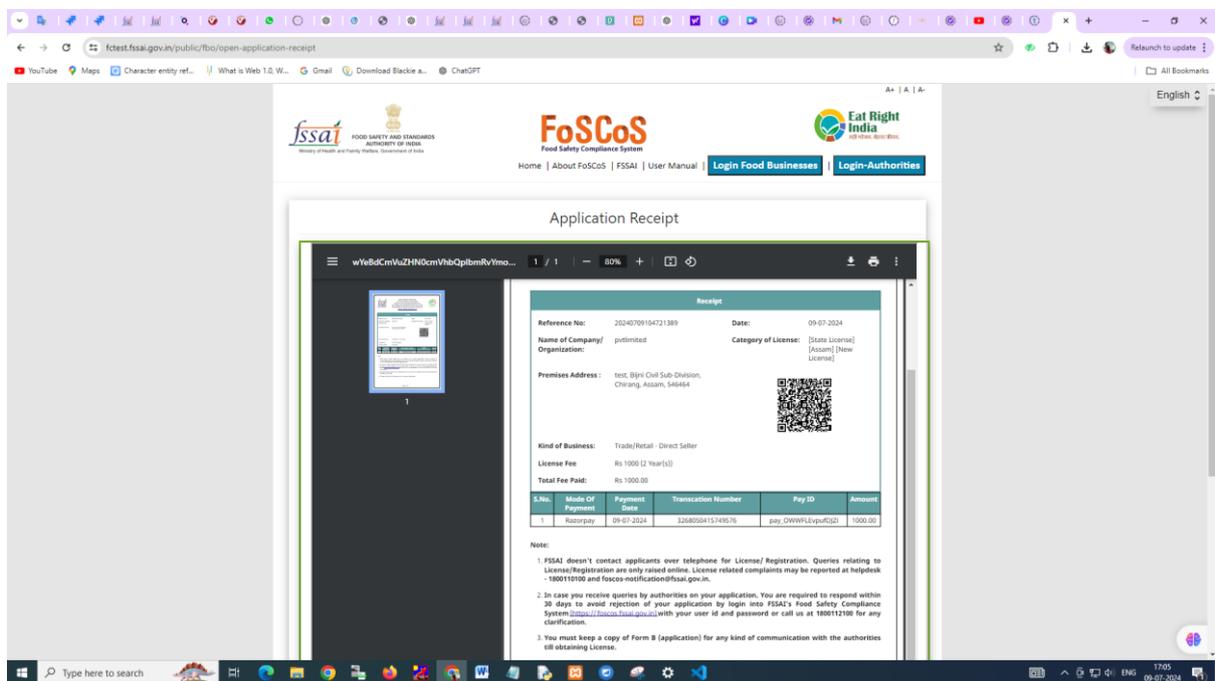
DOCUMENTS REQUIRED NEW/RENEWAL/MODIFICATION OF LICENSE NEW REGISTRATION FEE STRUCTURE	ADDITIONAL INFORMATION ANNUAL RETURN FORM D-1/FORM D-2 Importer Exporter INSPECTION CHECKLIST CONDITION OF LICENSE	FSS ACT, 2006 FSS RULES, 2011 FSS REGULATIONS GAZETTE NOTIFICATION ADVISORIES/ORDERS	USEFUL LINKS FoSTAC FPIVS FOOD SAFETY MITRA More Links
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Home | Privacy Policy | Disclaimer | Site Map | Refund & Cancellation Policy | Terms & Conditions

17. Proceed with the payment.



18. Application receipt is generated.



19. The status of the application will be Stage 2: Document Scrutinization”.

The screenshot shows the FSSAI dashboard with a navigation menu on the left and a main content area. The main content area displays a dashboard with four colored boxes representing application statuses: Incomplete Application (blue), Submitted Applications with Successful Payment (red), Reverted Application by Authority (teal), and Issued (green). Below these boxes, there is a section for 'Submitted Applications - License' with a table of application details. The table has columns for SI.No., Company Name, Reference No., Address, Application Type, License Category, Last Updated On, KOB, Status, and Action. The first row shows an application with SI.No. 1, Company Name 'pylimited', Reference No. '20240709104721389', Address 'test, Bijni Civil Sub-Division, Chirang, Assam, 545464', Application Type 'New License', License Category 'State License', Last Updated On '09-07-2024', KOB 'View KOB', Status 'Stage 2: Document Scrutinization', and Action 'View receipt' and 'View History'.

Dashboard

License/Registration
Renewal
Modification
Surrender / transfer
Food Consumer Grievance
Annual Return
Inspection
Quarterly Return for Exporters
Audit Management
Hygiene Management
Help
Six Monthly Lab Testing Report
Improvement Notice
Adjudication
Pay Penalty
Head Office License
Tax Invoice
Retailer NOC Application
File your response

Dashboard

Click To View Notifications Pending Action

Incomplete Application Submitted Applications with Successful Payment Reverted Application by Authority Issued

If you initiate Renewal Application, while Modification application is still in process, renewal application will be given preference (Modification application will get frozen) to avoid expiry of license / registration. Modification Application will unfreeze after issuance of renewal of license / registration.

Submitted Applications - License

Note:
1. In case you receive queries by authorities on your application, You are required to respond within 30 days to avoid rejection of your application.
2. SoP for reactivation of rejection application. [Click Here](#)

SI.No.	Company Name	Reference No.	Address	Application Type	License Category	Last Updated On	KOB	Status	Action
1	pylimited	20240709104721389	test, Bijni Civil Sub-Division, Chirang, Assam, 545464	New License	State License	09-07-2024	View KOB	Stage 2: Document Scrutinization	View receipt View History

Previous Next

Submitted Applications - Registration Certificate

Type here to search

7:07 09-07-2024