File No: RCD-05007/1/2021-Regulatory-FSSAI-Part (5) Food Safety and Standards Authority of India (A Statutory Authority established under the Food Safety and Standards Act, 2006) Regulatory Compliance Division FDA Bhawan, Kotla Road, New Delhi – 110002 Food Safety Compliance System [FoSCoS – https://foscos.fssai.gov.in]

Dated, the 16th May, 2025

<u>Order</u>

Subject: Mandatory Submission of Closure Report on expiry of FSSAI License/ Registration-reg.

All Food Business Operators (FBOs), whose FSSAI License / Registration has been expired during FY 2024-25 are hereby directed to mandatorily submit a **Closure Report**. This report must confirm that **no food business activity is being conducted at the respective premises on the expired FSSAI license / registration number or else, food businesses shall confirm whether new license / registration has been obtained**. FBOs are also required to provide specific reasons for **non-renewal of the FSSAI License**.

2. Further, for all future cases, when FSSAI License/Registration gets expired, the Food Business Operator is directed to submit the reasons for closure of business/non-renewal of License/Registration. Such submissions must be made through the **Food Safety Compliance System (FoSCoS) portal** by the concerned FBO. This step is part of regulatory compliance and is required for maintaining transparency and traceability in the licensing framework.

3. It shall be noted that operating a food business on expired FSSAI License/Registration shall be treated as a violation of Section 31 of the Food Safety and Standards Act, 2006, and may attract a penalty of up to Rs. 10 lakhs under Section 63.

4. It is to be noted that emails regarding 'Notice for closure of food business' through Food Safety Compliance System [FoSCoS] are sent to FBOs upon expiry of FSSAI License / Registration. Food Businesses shall ensure that their email ids in the FoSCoS portal is up to date. A User Manual to file the reasons of non-renewal of License / Registration on the FoSCoS portal is enclosed for reference.

5. This issues with the approval of Competent Authority.

Julam

(Dr. Satyen Kumar Panda)

Executive Director (Compliance Strategy)

То –

- 1. All food business operators, food safety mitra
- 2. Commissioners of Food Safety and Directors, Regional Offices
- 3. IT Division, FSSAI with a request to send an email to all FBOs whose license / registration has been expired during FY 2024-25

Copy to –

1. PA to CEO, FSSAI

USER MANUAL

Response filing by FBO after license/registration has expired

1.. FBO can file a response by logging into the FoSCoS account, then clicking on the 'Procedures' tab (under 'File your response' \rightarrow 'Expired License/Registration') as shown in the image below.

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3. FBO can choose 1 option out of 3 options and submit as shown in below image. After choosing option 1, FBO needs to fill reference no for renewal application and submit.

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5. After choosing option 2, FBO needs to fill in the license number and submit as illustrated below: