

Procedure for Recognition of Food Safety Auditing Agencies

In accordance with the Food Safety and Standards (Food Safety Auditing) Regulations, 2018, eligible food safety auditing agencies may apply for recognition as food safety auditing agencies.

1. Eligibility Criteria / Pre-Qualification Criteria

The Eligibility criteria for Auditing Agencies and its set of Auditors, willing to apply for selection as Food Safety Auditing Agency, for conducting food safety audits of Food Businesses are as prescribed under section 3, Part II of the Food Safety and Standards (Food Safety Auditing) Regulations, 2018.

2. Application Procedure

a. The application procedure for recognition of Auditing Agencies will be as laid down in section 4 of the Food Safety and Standards (Food Safety Auditing) Regulations, 2018.

b. Agencies seeking to become a Recognized Food Safety Auditing Agencies of FSSAI must make an application using the 'Application Form for Recognition/ Renewal of Auditing Agency' as prescribed in the Form A of Schedule of the Food Safety and Standards (Food Safety Auditing) Regulations, 2018. They should submit this form along with the requisite documents as in Annexure of the form.

c. Agencies are also required to submit the application fees of Rs.5000/- along with the application. The fee is non- refundable and has to be paid in the form of Demand Draft in favour of Senior Accounts Officer, FSSAI payable at Delhi.

d. The Auditing Agency should also specify their scope of auditing from the kinds of businesses listed in **Annexure 1**. Also, they should specify the geographical areas (States/ UTs) where they can conduct the audits.

e. The completed application form (Form A) along with its enclosures, Annexure 'B' and Demand Draft may be send to the following address in an envelope super scribed with " Application form for recognition as Food Safety Auditing Agency under FSS(FSA) Regulation, 2018" :

Assistant Director (RCD)
Regulatory Compliance Division
Food Safety and Standards Authority of India
FDA Bhawan, Kotla Road, New Delhi-110002
Telephone No.- 011 23231679

3. Indemnity Insurance

The Food Authority will not be indirectly liable for the negligent acts of provisionally recognized food safety agencies. It is desirable that the Auditing Agencies hold an indemnity insurance before applying for recognition as food safety auditing agency.

4. Recognition of Agencies/Auditors:

1. Upon receipt of the application form, all applications will be reviewed and if the applicant fulfils the requirements as specified in the proposed draft regulation, the application shall be placed before the Screening committee for making recommendations to the Food Authority for recognition of the Auditing Agency. If necessary, the committee can conduct assessment of the auditors of the Agency before granting recognition. Assessment can include Oral Interview or written examination as the committee may decide. The criteria for recognition may be relaxed by the Food Authority for the reasons to be recorded in writing.

2 On the basis of recommendation of the Screening Committee, the Food Authority shall recognize the Auditing Agency and their set of Auditors. Once recognized, the agency has to submit the recognition fee of Rs. 30,000/- before issue of certificate. They shall be provided then with a certificate of recognition as per the format prescribed in Form B of Schedule of the regulation with a unique identification number. The certificate of recognition granted under these regulations shall be valid and subsisting, unless otherwise specified, for a period of three years. The details of successful auditing agencies along with its set of auditors will be uploaded on the FSSAI website.

3 If an Agency's recognition is cancelled or expires, the Certificate is to be returned immediately to the Food Authority.

4 At no time prior to receiving the Certificate and being listed on the website, may an applicant conduct Food Safety audits or represent the Food Authority in any matter.

5 The Auditing Agency can renew their Certificate of recognition for a further period of three years subject to satisfactory performance and mutual agreement as per procedure laid down in section 6 of the regulation. The Auditing Agency has to apply for the renewal within the stipulated time limit on their own to avoid hindrance in their audit work.

6. Each potential recognised food safety auditor as part of an agency must attend a training session with the FSSAI on policies, procedures, reporting and other requirements. The duration of the course will be intimated later. The expenditure for this training will not be borne by FSSAI.

5. Annexure

Annexure 1: List for kind of businesses and geographical areas.

List for kind of businesses and geographical areas**(1) Please select the area of specialization for auditing (as per point (7) of the Form A):**

S. No	Kinds of Businesses	Do you have qualified auditors available for this area? (If yes, attach relevant inspection/auditing record details for past two years as in point 11 of Form A)
1.	Food Processing	
(i)	Dairy	
(ii)	Slaughter Houses(Meat & Poultry)	
(iii)	Meat and Poultry Processing Units	
(iv)	Egg and Egg Products	
(v)	Fish and Fish Products	
(vi)	Other Sectors (e.g. Bakery, Edible Oil, Fruit & Vegetable Processing, ready to eat/cook etc) (Please Specify)	
2.	Food Storage/Warehouse/Cold Storage	
3.	Food Transportation	
4.	Food Retail and Distribution/Supplier	
5.	Food Catering (Catering, Hotels & Restaurants, Dhabas, Rail, Air & Port Catering, Canteens, or any other food vending establishment)	
6.	E-Commerce	

(2) Can your Agency conduct Food Safety Audits for the entire country? Yes/No
If No, Please specify the States/UTs where you can operate:

Signature of authorized signatory with stamp