

MANUAL 4

NORMS SET FOR DISCHARGE OF FUNCTIONS

Sr. No.	Name of the Service	Service Standard	Service Indicator	Units
1.	Grant of fresh drugs/cosmetics manufacturing licence with maximum ten products	30 days from the receipt of completed application.	Time	Days
2.	Grant of Good Manufacturing Practices Certificate	7 days	Time	Days
3.	Grant of No Conviction Certificate	7 days	Time	Days
4.	Grant of Free Sale Certificate	7 days	Time	Days
5.	Grant of Production & Sales Verification Certificate	14 days	Time	Days
6.	Grant of Drugs Retail licences	30 days	Time	Days
7.	Grant of Drugs Wholesale Licences	30 days	Time	Days
8.	Food Licence involving inspection of Premises	Within 60 days	Time	Days
9.	Food Licence not involving inspection premises	Within 30 days	Time	Days
10	Registration Certificate for food premises not involving inspection	Within 7 days	Time	Days
11	Registration Certificate for food premises involving inspection	Within 30 days	Time	Days
12	Registration Certificate for Temporary Premises	Within 3 days	Time	Days