Part 1: Documents to be submitted for Issue of Fresh Drug License to Retail Chemist

I. Application Form 19 each for Biological and Non Biological drugs.

II. Receipt Challan Rs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury.

III. Site Plan of proposed premises in triplicate with location plan.

IV. Documentary Proof regarding possession of premises to prove that proposed premises is ownership or on rental or on other basis.

V. Certificate of Education qualification of applicants/partners.

VI. Certificate of upto date renewed Registration with Punjab Pharmacy Council or Qualified person.

VII. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

VIII. Self declaration or Affidavit of Qualified Person.

IX. Appointment and joining letter of qualified person.

X. Identity card of qualified person in triplicate.

XI. Copy of purchase bill or other proof for the purchase of Refrigerator/ Air Conditioner for the special storage of drugs in the premises.

XII. Residual and identity proof of Proprietor/Partners/Authorized Signatory/Directors and Qualified Person.

XIII. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.
XIV. In case of Partnership concern, copy of partnership deed.

XV. Power of Attorney, if the application is through Attorney Holder.

XVI. Dissolution Deed/ the sale deed in case of transfer of business.

XVII. Original copies of Drugs Licenses in cases of application for grant of licenses due to change of Constitution or change of Premises.

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested.

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 64 of Drugs and Cosmetics Act 1940 and Rules 1945 and other requirements as per Policy dated 24/4/2010 framed by the State Government in compliance of the orders of Hon’ble Punjab and Haryana High Court in CWP No. 18723 of 2009 titled as Navneet Kapoor Vs State of Punjab.
Part-2: Documents to be submitted for Issue of Renewal to Retail Chemist

I. Application Form 19 each for Biological and Non Biological drugs.

II. Receipt Challan Rs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury.

III. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

IV. Self declaration or Affidavit of Qualified Person

XVIII. Residential and identity proof of Proprietor/Partners/Authorized Signatory/ Directors and Qualified Person

XIX. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.

XX. In case of Partnership concern, copy of partnership deed.

XXI. Power of Attorney, if the application is through Attorney Holder.

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested.

The license shall be renewed subject to the fulfillment of the conditions laid down under Rule 64 of Drugs and Cosmetics Act 1940 and Rules 1945.
Part-1: Documents to be submitted for Issue of Fresh Drug License to Wholesale Chemist

I. Application Form 19 each for Biological and Non Biological drugs./ आवेदन बहुत 19 इकाई
II. Receipt Challan Rs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury.
III. Site Plan of proposed premises in triplicate with location plan.
IV. Documentary Proof regarding possession of premises to prove that proposed premises is ownership or on rental or on other basis.
V. Certificate of Education qualification of applicants/partners.
VI. Certificate of Education qualification and experience certificate of proposed Competent Person or proof for approval of competent person.
VII. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.
VIII. Self declaration or Affidavit Competent Person.
XXII. Copy of purchase bill or other proof for the purchase of Refrigerator/ Air Conditioner for the special storage of drugs in the premises.
XXIII. Residential and identity proof of Proprietor/Partners/Authorized Signatory/Directors and Qualified Person.
XXIV. In case of Pvt. Ltd. & Ltd. Company : -
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.
XXV. In case of Partnership concern, copy of partnership deed.
XXVI. Power of Attorney, if the application is through Attorney Holder.

XXVII. Dissolution Deed/ the sale deed in case of transfer of business.

XXVIII. Original copies of Drugs Licenses in cases of application for grant of licenses due to change of Constitution or change of Premises.

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested.

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 64 of Drugs and Cosmetics Act 1940 and Rules 1945 and other requirements as per Policy dated 24/04/2010 framed by the State Government in compliance of the orders of Hon’ble Punjab and Haryana High Court in CWP No. 18723 of 2009 titled as Navneet Kapoor V/s State of Punjab.
Part-2: Documents to be submitted for Issue of Renewal to Wholesale Chemist

I. Application Form 19 each for Biological and Non Biological drugs.

II. Receipt Challan Rs. 1500/- for each Biological and Non Biological drugs license (total 3000/-) to be deposited in Govt. Treasury.

III. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

IV. Self declaration or Affidavit of Competent Person.

V. Residential and identity proof of Proprietor/Partners/Authorized Signatory/Directors and Competent Person.

VI. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.

VII. In case of Partnership concern, copy of partnership deed.

VIII. Power of Attorney, if the application is through Attorney Holder.

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested. The license shall be renewed subject to the fulfillment of the conditions laid down under Rule 64 of Drugs and Cosmetics Act 1940 and Rules 1945.
Issue of Fresh Drug License to Manufacturers/ਦਿਖਾਇਆਂ ਵਧਾਇਆ ਛਾਪਣ ਤੇ ਸੇਵਾ ਹਿੱਸੀ ਲਾਭ

Health and Family Welfare Department (Food and Drugs Administration, Punjab)

Documents to be submitted for Issue of Fresh Drug License to Manufacturers/ਦਿਖਾਇਆਂ ਵਧਾਇਆ ਛਾਪਣ ਤੇ ਸੇਵਾ ਹਿੱਸੀ ਲਾਭ

I. Form 24 & Form 27 for Allopathic drugs along with Challan Fee of Rs/- 7500 each for Biological and Non-Biological, Form 24-A for Loan License along with challan fee of Rs/- 7500 and Form 24-B for Repacking license along with challan fee of Rs/- 700.

II. Complete Self Declaration of Prop/Partners/Directors/Authorized Signatory

III. Complete Self Declaration of Manufacturing Chemist

IV. Complete Self Declaration of Analytical Chemist

V. Self attested copy of current I.D Proof of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist

VI. Proof of Academic Qualification of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist

VII. Proof of Approval being Manufacturing Chemist

VIII. Proof of Approval being Analytical Chemist

IX. Appointment letter of Manufacturing Chemist and Analytical Chemist

X. Joining report of Manufacturing Chemist and Analytical Chemist

XI. Resignation letter duly accepted by previous employer of Manufacturing Chemist and Analytical Chemist

XII. Proof of premises regarding Owner/Lease/Rented/Freehold basis

XIII. Copy of Rent receipt

XIV. 3 identical copies of site plan of proposed premises

XV. Layout design of AHU

XVI. Layout design of water system

XVII. Copy of site master file

XVIII. Copy of N.O.C/ Validity of consent from Punjab Pollution Control Board
XIX. Copy of extension of validity from Explosive Department of Govt. of India.
XX. Copy of N.O.C of fire Safety wherever applicable.
XXI. List of Machinery equipment for proposed sections of manufacture of drugs.
XXII. List of equipment for testing of drugs.
XXIII. Purchase bills of machinery and equipment installed.
XXIV. AHU validation report.
XXV. Copy of water testing report.
XXVI. Copy of Insect and Pest Control Contract.
XXVII. Copy of Bio-Medical Waste contract.
XXVIII. 1 passport size photograph of Prop/Partners/Directors/Authorised Signatory, Manufacturing Chemist and Analytical Chemist.

*** Please stick on the checklist with respect to above said enclosures. Absence of any of the enclosures with the application would be considered to be incomplete.
Health and Family Welfare Department (Food and Drugs Administration, Punjab)

Part-1: Documents to be submitted for Issue of Fresh Drug License to Retail Sale Homeopathic Chemist

I. Application Form 19-B for Homeopathic drugs.

II. Receipt Challan of Rs. 250/- to be deposited in Govt. Treasury.

III. Site Plan of proposed premises in triplicate with location plan.

IV. Documentary Proof regarding possession of premises to prove that proposed premises is ownership or on rental or on other basis.

V. Certificate of Education qualification of applicants/partners.

VI. Certificate of educational qualification and adequate experience certificate of competent person or Registered Homeopathic Certificate.

VII. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

VIII. Self declaration or Affidavit of Competent Person.

IX. Residential and identity proof of Proprietor/Partners/Authorized Signatory/Directors.

X. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.

XI. In case of Partnership concern, copy of partnership deed.

XII. Power of Attorney, if the application is through Attorney Holder.
XIII. Dissolution Deed/ the sale deed in case of transfer of business.

XIV. Original copies of Drugs Licenses in cases of application for grant of licenses due to change of Constitution or change of Premises.

**Note:** All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested.

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 67-F of Drugs and Cosmetics Act 1940 and Rules 1945.
Part-2: Documents to be submitted for Issue of Renewal to Retail sale Homeopathic Chemist

I. Application Form 19-B for Homeopathic drugs.

II. Receipt Challan of Rs. 250/- to be deposited in Govt. Treasury.

III. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

IV. Self declaration or Affidavit of Competent Person

V. Residential and identity proof of Proprietor/Partners/Authorized Signatory/ Directors and Competent Person

VI. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.

VII. In case of Partnership concern, copy of partnership deed.

VIII. Power of Attorney, if the application is through Attorney Holder.

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested.

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 67-F of Drugs and Cosmetics Act 1940 and Rules 1945.
Part-1: Documents to be submitted for Issue of Fresh Drug License to Whole Sale Homeopathic Chemist

I. Application Form 19-B for Homeopathic drugs./

II. Receipt Challan of Rs. 250/- to be deposited in Govt. Treasury.

III. Site Plan of proposed premises in triplicate with location plan.

IV. Documentary Proof regarding possession of premises to prove that proposed premises is ownership or on rental or on other basis.

V. Certificate of Education qualification of applicants/partners.

VI. Certificate of educational qualification and adequate experience certificate of competent person or Registered Homeopathic Certificate.

VII. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case may be.

VIII. Self declaration or Affidavit of Competent Person.

IX. Residential and identity proof of Proprietor/Partners/Authorized Signatory/ Directors and Competent Person.

X. In case of Pvt. Ltd. & Ltd. Company:
   a) List of Directors with addresses.
   b) Copy of Resolution of board of Directors.
   c) Memorandum of Article.
   d) Form 32 regarding status of Directors.

XI. In case of Partnership concern, copy of partnership deed.

XII. Power of Attorney, if the application is through Attorney Holder.

XIII. Dissolution Deed/ the sale deed in case of transfer of business.
XIV. Original copies of Drugs Licenses in cases of application for grant of licenses due to change of Constitution or change of Premises. / निर्दिष्ट न के प्रबंधन की सदस्यीय बदल दी मूल विधि राष्ट्रीय दीनभाग अलग लागियौग

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested. / आपि एवांति ते अतट शिव हिंद रिंडी तख्त। आपि न नियंत्ती नां अं रेंटी ते आल्यस बदलहं नां तख्त ने पुष्ट अस्त्रीय बीनियौग तख्त।

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 67-F of Drugs and Cosmetics Act 1940 and Rules 1945. इत्यः दे मेमोरियल लाव, 1940 अत्ति तख्त, 1945 दे तख्त 67-F दे उत्तिद नापीय मूलं पुष्टीं बीनि तख्त ते बाल्स्त राष्ट्रीय नापी बीनि तख्त।
Part-2: Documents to be submitted for Issue of Renewal to Whole sale Homeopathic Chemist

दस्तावेज़ में है वि. जी.की.ई.सी.बी. बैंक एग्र्टीमेंट का मंगलम करने वाली वस्तु को लेकर दे रहे यह

I. Application Form 19-B for Homeopathic drugs./ भवनी बज्ञ 19-B जी.की.ई.सी.बी.ड्रप्प्स क्लोस्टर दे

II. Receipt Challan of Rs. 250/- to be deposited in Govt. Treasury. यूनियन चलन मुख्यत्व 250/-पूर्व

III. Self declaration or Affidavit of Proprietor/Partners/Authorized Signatory/ Directors as the case
may be./ सबै दोमन संघ व्यक्तिगत विवाद मंगल/ विवेकक/ अधिकारी विवादी/ डायरेक्टर निम्न उत्तर
d ni इसे देन गई एडिट पढ़ा

IV.

V. Self declaration or Affidavit of Competent Person / सबै दोमन संघ व्यक्तिगत गणेश विवादी

VI. Residential and identity proof of Proprietor/Partners/Authorized Signatory/Directors and
Competent Person / विवेकक के सूचनात्मक स्वायत्त के वि. अधिकार/ विवेकक/ अधिकारी विवादी/ डायरेक्टर के गार्डियन विवादी दे इन्डेक्ट

VII. In case of Pvt. Ltd. & Ltd. Company : - / गणेश विवादी प्राइवेट लिटम हिम: डे विवाद दे

e) List of Directors with addresses. / डायरेक्टर के लिस्ट में अधिकारी के नाम

f) Copy of Resolution of board of Directors. / डेवलप आइड डायरेक्टर के भले सी वापी

VIII. In case of Partnership concern, copy of partnership deed./ पार्टनरशिप के दी भाव विवेकक डीड

IX. Power of Attorney, if the application is through Attorney Holder. / गणेश विवादी मंगल विवेकक दी

Note: All documents have to be submitted in duplicate. All photocopies shall be either notarized or self attested. / सबै दोमन संघ दे धारा 250 गाः डि. इन सह लिटर। सबै मंगल वेकलियां संग अनेको डायरेक्टर निम्न उत्तर विवादी दे लिटर।

The license shall be granted subject to the fulfillment of the conditions laid down under Rule 67-F of Drugs and Cosmetics Act 1940 and Rules 1945. लालच के विवेकक ऑरेक्ट, 1940 और 1945 के विवेकक विवेकक हुटल-67 ए के विवेकक संगव विवेकक लालच दे सह लिटर
Issue of Drug License to Manufacturers of Homeopathy Medicine

Health and Family Welfare Department (Food and Drugs Administration, Punjab)

Documents to be submitted for Issue of Drug License to Manufacturers of Homeopathy Medicine

I. Form 24-C for Homeopathy manufacturing license along with challan fee of Rs/- 300/-

II. Complete Self Declaration of Prop/Partners/Directors/Authorized Signatory

III. Complete Self Declaration of Manufacturing Chemist

IV. Complete Self Declaration of Analytical Chemist

V. Self attested copy of current I.D Proof of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist

VI. Proof of Academic Qualification of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist

VII. Proof of Approval being Manufacturing Chemist

VIII. Proof of Approval being Analytical Chemist

IX. Appointment letter of Manufacturing Chemist and Analytical Chemist

X. Joining report of Manufacturing Chemist and Analytical Chemist

XI. Resignation letter duly accepted by previous employer of Manufacturing Chemist and Analytical Chemist

XII. Proof of premises regarding Owner/Lease/Rented/Freehold basis

XIII. Copy of Rent receipt

XIV. 3 identical copies of site plan of proposed premises

XV. Layout design of AHU

XVI. Layout design of water system

XVII. Copy of site master file

XVIII. Copy of N.O.C/ Validity of consent from Punjab Pollution Control Board

XIX. Copy of extension of validity from Explosive Department of Govt. of India
XX. Copy of N.O.C of fire Safety wherever applicable / भीषण वाष्पाचार विविध वेदना के भेद.सिंह, दी लघुम सिंचि रघु
ढ़ो।

XXI. List of Machinery equipment for proposed sections of manufacture of drugs भीषण वाष्पाचार विविध वेदना के भेद
चारकिंच वाष्पाचार स्नेही वेदना ढ़ो।

XXII. List of equipment for testing of drugs समस्त भीषण वाष्पाचार स्नेही वेदना ढ़ो।

XXIII. Purchase bills of machinery and equipment installed. भीषण वाष्पाचार अविकल स्नेही वेदना ढ़ो।

XXIV. AHU validation report भीषण वाष्पाचार स्नेही वेदना ढ़ो।

XXV. Copy of water testing report (Raw water, Purified Water and W.F.I) भीषण वाष्पाचार स्नेही वेदना ढ़ो।

XXVI. Copy of Insect and Pest Control Contract भीषण वाष्पाचार स्नेही वेदना ढ़ो।

XXVII. Copy of Bio-Medical Waste contract भीषण वाष्पाचार स्नेही वेदना ढ़ो।

XXVIII. 1 passport size photograph of Prop/Partners/Directors/Authorised Signatory, Manufacturing Chemist and Analytical Chemist भीषण वाष्पाचार स्नेही वेदना ढ़ो।

*** Please stick on the checklist with respect to above said enclosures. Absence of any of the enclosures with the application would be considered to be incomplete.
Documents to be submitted for Issue of Cosmetic Manufacturing License

I. Form 31 for Cosmetics manufacturing license along with challan fee of Rs/- 3500/ धारण तं: 24-C मंदें चलन बीम 3500/-ये

II. Complete Self Declaration of Prop/Partners/Directors/Authorized Signatory / वीधक्षीत मै धस्तं भास्व/ निष्प्रेषण / इरिसवेट / अपरीवार भोलाटी रूँए

III. Complete Self Declaration of Manufacturing Chemist./ मै धस्तं मेस्टीटिंग वैम्बिमाट रूँए

IV. Complete Self Declaration of Analytical Chemist/ मै धस्तं मेस्टीटिंग वैम्बिमाट रूँए

V. Self attested copy of current I.D Proof of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist / मेस्टुएम आर्डी, धी, मसूअ मास्क/ निष्प्रेषण / इरिसवेट / अपरीवार भिन्दवडी, मेस्टीटिंग वैम्बिमाट ते मेस्टीटिंग वैम्बिमाट रे धुंर रूँए उमसीती सुरा बीउ धंए

VI. Proof of Academic Qualification of Prop/Partners/Directors/Authorized Signatory, Manufacturing Chemist and Analytical Chemist / मरण/ निष्प्रेषण/ इरिसवेट/ अपरीवार भिन्दवडी, मेस्टीटिंग वैम्बिमाट के मेस्टीटिंग वैम्बिमाट रे विष्मिन्देव व्हेकर रा मधुर

VII. Proof of Approval being Manufacturing Chemist / मेस्टीटिंग वैम्बिमाट रा अधूरक्ष मधुर

VIII. Proof of Approval being Analytical Chemist / मेस्टीटिंग वैम्बिमाट री अधूरक्ष मधुर

IX. Appointment letter of Manufacturing Chemist and Analytical Chemist / मेस्टीटिंग वैम्बिमाट ते मेस्टीटिंग वैम्बिमाट रे विष्मिन्देव व्हेकर

X. Joining report of Manufacturing Chemist and Analytical Chemist / मेस्टीटिंग वैम्बिमाट ते मेस्टीटिंग वैम्बिमाट री उणसी वियेन्ट

XI. Resignation letter duly accepted by previous employer of Manufacturing Chemist and Analytical Chemist / पुरेक मतः रे मेस्टीटिंग वैम्बिमाट ते मेस्टीटिंग वैम्बिमाट रे धुंर की री मस्तिंग वैम्बिमाट

XII. Proof of premises regarding Owner/Lease/Rented/Freehold basis / मधुर धस्त नभिन्देन धी मस्तिंग/ विवरित नभा/ लोम/ बीउएस धम्बी।

XIII. Copy of Rent receipt. / वित्तिस्किर्त नमस्तेद सेवी

XIV. 3 identical copies of site plan of proposed premises / टेडीटे ते मार्कींट धस्त नभीं जित धम्बीं

XV. Layout design of AHU. / मेस्टुएम आर्डी वियेन्ट ते.मेस्टुएम.पुरे

XVI. Layout design of water system एल्ले मेस्टुएम अल्टिड नभिन्द नमस्तेद धम्बी।

XVII. Copy of site master file / नभिन्द नभाट नारिल नभी

XVIII. Copy of N.O.C/ Validity of consent from Punjab Pollution Control Board / मेस्टुएम.बी.नभी नभी/ धम्बी पुसाल ब्लेडेल ब्लेड ते मालिटी धम्बी

XIX. Copy of extension of validity from Explosive Department of Govt. of India./ मेस्टुएम प्रतित्तिक निष्प्रेषण धारण मताधन रूँए पेश उष्ट री लाभी
XX. Copy of N.O.C of fire Safety wherever applicable / आग बुझवने पालन के लिए हिस्से में सूची रखे।

XXI. List of Machinery equipment for proposed sections of manufacture of drugs मरीज की फिल्टर के लिए

XXII. List of equipment for testing of drugs मरीज की फिल्टर चूर्णित की टेस्टिंग लिस्ट

XXIII. Purchase bills of machinery and equipment installed. मरीज की आदेश व्यवस्था के खरीद दस्तावेज

XXIV. AHU validation report नायक, पु. देलीकंडा तिपावट

XXV. Copy of water testing report ( Raw water, Purified Water and W.F.I) रूप की टेस्टिंग तिपावट ली सूची

XXVI. Copy of Insect and Pest Control Contract एचडीएमएफ के गैंडी बंद के तैयार की सूची

XXVII. Copy of Bio-Medical Waste contract फ्लेक्स स्क्रीनिंग के बॉम्ब बंटवार ली सूची

XXVIII. 1 passport size photograph of Prop/Partners/Directors/Authorised Signatory, Manufacturing Chemist 

*** Please stick on the checklist with respect to above said enclosures. Absence of any of the enclosures with the application would be considered to be incomplete.