

Check list of documents to be uploaded for grant of insecticide/pesticide manufacturing licence; addition of new products; endorsement of marketing agencies; change of expert/technical personnel/ responsible person; change in company's name/address and change in ownership.

1. Original signed copy of the egras challan towards payment of fee prescribed under Rule 9(1) ” @ **Rs. 2,000/- per insecticide subject to a maximum of Rs. 20,000/-“.**
2. Original resolution in favour of the Authorised Signatory for making application.
3. Signature of the Authorised Signatory in JPG/JPEG format.
4. List of insecticides containing their names, registration numbers and dates of issuance of RCs.
5. Particulars of arrangements made for medical examination of workers as required under Rule 37.
6. Particulars of first-aid measures as required under Rule 38.
7. Particulars of protective clothing as required under Rule 39.
8. Particulars of respiratory devices as required under Rule 40.
9. Particulars of quantities of antidotes and first-aid medicines as required under Rule 41.
10. Particulars of arrangements made for training of workers as required under Rule 42.
11. Particulars of manpower, infrastructure, plant, machinery, equipments and other facilities as per the guidelines of CIB&RC.
12. Original resolution/affidavit for appointment of expert/technical personnel possessing qualification prescribed under Rule 9(4B).
13. Self-attested copy of degree and marks sheet of the expert/technical personnel.
14. Original resolution/affidavit giving particulars of the person responsible for the conduct of business for the purposes of Section 33 of the Act.
15. Self-attested copy of ID/residence proof of the responsible person.
16. Original and notarized affidavit of the person responsible for the conduct of business for the purposes of Section 33 of the Act.
17. Monthly returns for latest month in Appendix D1 & D2 as prescribed under Rule 15.
18. Self-attested copy of Udhhyog Aadhar for manufacturing insecticides/pesticides.
19. Self-attested copy of valid NOC/Consent to establish/operate issued by the State Pollution Control Board regarding Air, Water and hazardous wastes.
20. Original agreement with the marketing company.
21. Self-attested copy of manufacturing/sale licence of the marketing company.
22. Self-attested copy of certificate from the Registrar of Companies regarding change in address in case of companies or Affidavit thereto in case of others.
23. Original certificate issued by CIB&RC regarding change in manufacturing premises, office address, transfer of ownership.

Note 1: The above documents are case-specific.

Note 2: In case of marketing endorsement, the agreement must include specific clauses with regard to products, validity period and joint liability for quality.

Note 3 : Self attested copies of Registration Certificates are required to be sent through mail

(Email : rcddpp@gmail.com).