

Item	Food Dealing License Guide of Preparation License Guide of Zhengzhou Comprehensive Service Center of China (Henan) Pilot Free Trade Zone
Number of Corresponding Responsibility	
Issuer	Zhengzhou food and drug administration.
Applicant	Legal person
Implementation Principles	<p>Applicants should apply for declaration online by logging onto http://as.hda.gov.cn (see the specific steps for learning how to declare online at service item of the website of Zhengzhou Food and Drug Administration, Zhengdong Branch).</p> <p>(II) Copy of the business license or other qualification certificate.</p> <p>(III) Layout of equipment layout and operation flow for food business.</p> <p>(IV) Health and training management system for practitioners, food safety management system, food safety administration system, food safety self-examination and report system, food business process and control system, cleaning and disinfection system for the location, facilities and equipment, servicing and maintenance system (including air conditioning and ventilation facilities), incoming inspection and inspection record system, food storage management system, waste disposal system and food safety emergency scheme.</p> <p>(V) Other materials required by the provincial food and drug administration.</p> <p>Other materials required by the provincial food and drug administration:</p> <ol style="list-style-type: none"> 1. If the applicant is engaged in food sales, it shall also provide the food recall system; and the enterprises specialized in food wholesale shall provide the food wholesale sales and record system. 2. If the applicant runs a catering business (including a restaurant, cafe, bar and teahouse), it shall also furnish the toilet cleaning system.

3. If the applicant uses food additives, it shall also furnish the food additives publicity system.

4. If the applicant entrusts another person with the application for food business license, the agent shall submit the power of attorney and the identity certificate of the agent

5. If the food operator builds any food storage space outside the business domicile (including their own and rented houses), the warehouse location, area, equipment and facilities, storage conditions and other documents shall be provided at the application.

6. If the applicant is engaged in the food sales by vending machine, the applicant shall also submit the product certificate and specific location of the vending equipment, name, domicile and contact information of the dealer as well as the publication of the food business license.

7. If the food dealer applies for online operation, the applicant shall also provide the outlet link address, food business processes and other materials.

8. If the applicant applies for selling bulk ready-to-eat food products, the applicant shall also submit the cooperation agreement with the relevant companies (contract or letter of intent) at the application, and the copy of the manufacturer Food Production License or other lawful production qualification certificates shall be submitted.

9. If the applicant is a manufacturer providing beverage in the dining service, it shall also provide the inspection report of finished product safety issued by the qualified third party organization.

10. If the applicant deals with milk powder, it shall also submit the milk powder storage system, unacceptable milk powder recall system and milk powder quality self-check system.

11. If the applicant deals with fresh milk, it shall also submit the copy of the product certificate of processing equipment and packaging materials (containers) as well as a copy of the milk supply contract.

Note: the copies of all the above materials are required to be verified against the original; they shall be affixed with an official seal and signed by the applicant; the materials shall be made electronically in A4 format, and handwriting is not acceptable.

Application Requirements	<p>1. Food production license issued</p> <p>(1) Application for Food Production License (to be filled and reported at the food and drug administration approval and electronic monitoring platform at http://as.hda.gov.cn/);</p> <p>(2) Copy of the business license (original to be verified, and copy to be retained);</p> <p>(3) Identity certificate of legal representative or the responsible person (the applying person shall provide a power of attorney and identity document of the applying person if the applying person is not a legal representative or head in the application for food production license);</p> <p>(4) Plan of food production and processing sites and their surrounding environment, layout plan of each functional area, process equipment layout and food production process flow chart;</p> <p>(5) Confirmed list of regular supervision personnel form;</p> <p>(6) List of major equipment and facilities for food production;</p> <p>(7) Incoming inspection records, production process control, ex-factory inspection records, food safety self-check, health management of practitioners, unsafe food recall, food safety accident disposal and other systems to ensure food safety regulations;</p> <p>(8) In case that any national industry policies are involved, the relevant documents conforming to national industry policies shall be obtained in accordance with the requirements of the national industrial policies.</p> <p>2. Change in food production license</p> <p>(1) Application for Food Production License Change (to be filled and reported at the food and drug administration approval and electronic monitoring platform at http://as.hda.gov.cn/);</p> <p>(2) Original and copy of former food production license (original to be verified, and copy to be retained);</p> <p>(3) Other materials relating to the change of food production license.</p> <p>3. Renewal of food production license</p> <p>(1) Application for Food Production License Renewal (to be filled and reported at the food and drug administration approval and electronic monitoring platform at http://as.hda.gov.cn/);</p> <p>(2) Original and copy of former food production license (original to be verified, and copy to be retained);</p>
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	<p>o be verified, and copy to be retained);</p> <p>(3) Other materials relating to the renewal of food production license.</p> <p>4. Re-issuance of food production license</p> <p>(1) Application for re-issuance of food production license;</p> <p>(2) If a food production license is lost, the applicant shall furnish a missing statement at the website of the local food and drug supervision authority or major medium at the county level or above;</p> <p>(3) If the food production license is deteriorated, it shall submit the original of the destroyed food production license</p> <p>5. Cancellation of food production license</p> <p>(1) Application for cancellation of food production license;</p> <p>(2) Original and copy of food production license;</p> <p>(3) Other materials relating to the cancellation of food production license.</p>
Application Materials	<p>1.Application for establishing a drug retail enterprise</p> <p>2. Legal representative, responsible person and quality director of the proposed enterprise, the original and copy of their education background, practicing qualifications or title certificate, personal resume as well as the qualification certificate and letter of appointment of professional technicians (the original to be returned after verification);</p> <p>3. Map of the proposed establishment, warehouse location and the description of surrounding environment, as well as the proposed equipment, storage facilities etc.;</p> <p>4. The Company shall provide the property title certificate or use right certificate of operation and warehouse premises, and Shangjie District and counties (cities) should provide the copy of Housing Lease Registration Filing Certificate or other use right certificate; if the operation and warehouse are located in the residential house, the writing statement or description issued by the stakeholder owner proving that it agrees to convert the residency into a commercial location.</p> <p>5. Entered information of administrative and approval system online of the provincial authorities (as per the client program according to the administrative approval on the website of the provincial authority). The above documents require affixation of official seal</p>

	al in case of enterprise declaration, except personal declaration.
Procedures	Acceptance → technical review → on-site inspection →audit →conclusion
Duration	3 workdays
Implementation Authority	Zhengzhou food and drug administration.
Charge or not	None
Standard Fees	None
Basis for Charges	
Online Application Available	None
Supervisor	
Working Hours	9:00-12:00 AM; 1:00-5:00 PM
Office Location	Building No. 1, Orient International Plaza, Yabao, No. 85, Jinshui East Road, Zhengzhou (Post code: 450046)
Tel.	
Complaint Hotline	
Application Forms	
Flow Chart	

FAQ	
Remarks	