

Item	Guide for Food Production License of Zhengzhou District of China (Henan) Pilot Free Trade Zone
No. of Corresponding Responsibility	
Issuer	Zhengzhou food and Drug Administration
Applicant	Legal person
Basis for Implementation	<p>1. <i>Food Safety Law of People's Republic of China</i> (adopted at the 7th meeting of the Standing Committee of the 11th NPC on February 28, 2009, revised at the 14th meeting of the Standing Committee of the 12th NPC on April 24, 2015) Article 35: China implements a licensing system for food production and trading, any organization or individual shall obtain a food production and trading license before engaging in food production, sales and catering services. It does not need to obtain the license for selling edible agricultural products.</p> <p>In accordance with <i>the Law of the People's Republic of China on Administrative Licensing</i>, country-and- above-level food and drug administration shall review applicant's documents as required, by Article 33.1.1-4 of this law and shall inspect the applicant's production or trading place if necessary. For applicants that comply with the requirements, grant the license, and for those that fail to comply with the requirements, a license shall not be granted, and the rejection shall be accompanied with written explanations.</p> <p>2. <i>The Measures for the Administration of Food Production Licensing</i> (Order No.16 of the China Food and Drug Administration) Article 2: A food production license shall be obtained in accordance with the law to engage in food production activities within the territory of the People's Republic of China. These Measures shall apply to the applicatio</p>

	<p>n, acceptance, examination, decision, supervision and inspection in respect of food production license.</p> <p>Article 6: The China Food and Drug Administration shall take charge of the supervision over and guidance to the nationwide food production licensing administration.</p> <p>Local food and drug regulatory authorities at and above the county level shall take charge of food production licensing within their respective administrative regions.</p> <p>Article 6: Food and drug regulatory authorities of provinces, autonomous regions and municipalities directly under the Central Government may, according to food categories and food safety risk condition, determine the administration authority to food production licensing of the food and drug regulatory authorities at the city and county level.</p> <p>Food and drug regulatory authorities of provinces, autonomous regions and municipalities directly under the Central Government shall take charge of the licensing for the production of health food, formula food for special medical use, and infant formula food.</p>
<p>Application Requirements</p>	<p>1. Approval and Issuing of Food Production License</p> <p>(1) <i>Application for Food Production License</i> (register, fill in and submit the application form on the website of food and drug administration approval and electronic monitoring platform, <a href="http://as.hda.gov.cn">http://as.hda.gov.cn</a>);</p> <p>(2) Copy of the business license (check the original and retain the copy);</p> <p>(3) Identification of the legal representative or the person in charge (if applied by a non-legal representative or the person in charge, the operator shall submit a power of attorney and the ID document of the operator);</p> <p>(4) Floor plan of the food production and processing premises and surrounding environment, layout plan of functional areas, layout of process equipment and food production</p>

process flow chart;

(5) Confirmation form of daily supervision personnel;

(6) List of major equipment and facilities for food production;

(7) Purchase inspection records, production process control, delivery inspection records, food safety self-examination, employee health management, unsafe food recall, handling of food safety incidents and other food safety rules and regulations;

(8) documents required by the state industrial policies and obtained in accordance with the requirements of industrial policy departments.

## 2. Changes of Food Production License

(1) *Application for Food production License* (register, fill in and submit the application form on the website of food and drug administration approval and electronic monitoring platform <http://as.hda.gov.cn>);

(2) The original and copy of the food production license (check the original and retain the copy);

(3) Other materials relating to the change of food production license.

## 3. Continuation of Food Production License

(1) *Application for the Continuation of Food Production License* (register, fill in and submit the application form on the website of food and drug administration approval and electronic monitoring platform <http://as.hda.gov.cn>);

(2) The original and copy of the food production license

	<p>(check the original and retain the copy);</p> <p>(3) Other materials relating to the continuation of the food production license.</p> <p>4. Reissuing of Food Production License</p> <p>(1) Application for re-issuing of the food production license</p> <p>(2) If the food production license is lost, materials of lost statement published in the website of the local food and drug administration or other main county-level-or- above media shall be submitted.</p> <p>(3) If the food production license is damaged, the original copy of the damaged food production license shall be submitted.</p> <p>5. Cancellation of Food Production License</p> <p>(1) Application for cancellation of food production license;</p> <p>(2) The original and copy of food production license;</p> <p>(3) Other materials relating to the cancellation of the food production license.</p>
<p>Application Materials</p>	<p>1 Application for the establishment of the planned drug retail enterprise; 2. the original and copies of academic certificates, practicing qualifications or titles, resumes and professional and technical personnel qualifications, letters of appointment (return the original after check); 3. description of business premises, warehouse location map and surrounding environment, information of equipment and storage facilities, etc.; 4. The enterprise shall provide proof of property rights or the right to use the certificate of business and warehouse premises (copy of <i>Housing Rental Registration Filing</i></p>

	<p><i>g Certificate</i> or other certificate for the right to use provided by municipal district, neighborhood or county); if the business, storage premises are residential houses, written approval or explanation by the owner at stake to change the residence for business purpose shall be submitted. 5. Type in information on the administrative examination and approval system website of the provincial administration (proceed as required by the client program of the system). If the applicant is an enterprise, official seal is required for the above-mentioned matters; if the applicant is an individual, official seal is not required.</p>
Procedures	Acceptance→ Tech Examination→ On-site Inspection→ Review→ Conclusion
Duration	7 workdays
Implementation Authority	Zhengzhou Food and Drug Administration
Charges	No
Standard Fees	N/A
Basis for Charges	
Online Application Available	No
Supervisor	
Working Hours	9: 00—12:00; 13:00—17:00
Office Location	Building No.1, Oriental International Plaza, No. 85, Jinshui East Road, Zhengzhou City (Postal code: 450046)

Tel.	
Complaint Hotline	
Application Forms	
Flow Chart	
FAQ	
Remarks	