FOOD SAFETY & DRUGS CONTROL COMMISSIONERATE, RAJASTHAN

Check List for documents to be submitted for Grant of Licence for Blood Centre.

1. Application on form 27C along with requisite fees (Rs 6000 + Rs 1500 ) to be deposited in Bank through treasury challan duly attested by the office in Head-

0210- 04-800-02-00 Other receipts

Department Name: Commissionerate, Food Safety and Drug Control Jaipur

Office Name: Commissioner Food Safety & Drug Control.

On-line application portal: Drug Control Organization (DCO) at sso.rajasthan.gov.in

1. Affidavit of Proprietor/ Partners/ Director(s)/ Managing Director on Rs 10/- Non Judicial Stamp paper duly attested by Notary Public.
2. List of all the Partners/ Directors with age & complete postal & residential address.
3. Specific Power of attorney in favor of Authorised Signatory for submitting documents on behalf of the Company on Rs 10/- Non-judicial Stamp paper duly attested by Notary Public.
4. No objection certificate from Rajasthan State Blood Transfusion Council.
5. Affidavit of Medical Officer on Rs 10/- Non-judicial Stamp paper duly attested by Notary Public
6. Affidavit of Blood Bank Technician on Rs 10/= Non-judicial Stamp paper duly attested by Notary Public
7. Affidavit of Registered Nurse on Rs 10/= Non-judicial Stamp paper duly attested by Notary Public
8. Attested photostat copies of qualification, experience and approval certificates of Medical Officer, Blood Bank Technician, and Registered Nurse. Relieving letter from earlier institution from where resigned.
9. Appointment letters of Medical Officer, Blood Bank Technician, and Registered Nurse and their Id proofs.
10. List of machines, equipments, instruments, apparatus along with attested photocopies of purchase invoices.
11. Medical examination Certificate of technical staff & employees including absence of contagious disease.
12. Consent to establish & consent to operate from Rajasthan State Pollution Control Board.
13. List of Reference books and literature provided.
14. Standard Operating Procedures
15. Document pertaining to ownership or tenancy of the proposed site of the centre.
16. Attested copies of partnership deed / Memorandum & article of Association.
17. Specific resolution for commencing Blood Bank activities (if not already included in Memorandum of Association)
18. Section wise blue print of premises (dimensions in Metric system).
19. Document related to arrangement for bio-waste management.