



**GOVERNMENT OF KHYBER PAKHTUNKHWA
FOOD SAFETY AND HALAL FOOD AUTHORITY**

Dated: 8/11/2017

NOTIFICATION

No. DG/KP FS&HFA (Admin)/ 06-2017. In exercise of the powers conferred by section 51 of the Khyber Pakhtunkhwa Food Safety and Halal Food Authority Act, 2014 (KP Act X of 2014), read with section 15 thereof, the Khyber Pakhtunkhwa Food Safety and Halal Food Authority is pleased to make the following regulations, namely:-

The Khyber Pakhtunkhwa Food Safety and Halal Food Authority (Licensing and Registration) Regulations, 2017.

1. Short title and commencement.-(1) These regulations may be called as the Khyber Pakhtunkhwa Food Safety and Halal Food Authority (**Licensing and Registration**) Regulations, 2017.

(2) These regulations shall come into force at once.

2. Definitions.-(1) In these regulations, unless there is anything repugnant in the subject or context-

(a) "Act" means the Khyber Pakhtunkhwa Food Safety and Halal Food Authority Act, 2014 (KP Act No. X of 2014);

(b) "Authority" means the Food Safety and Halal Food Authority;

(c) "competent authority" means the Director General;

(d) "company" means a body corporate and includes a firm or any other association of persons.

(e) "contamination" means the introduction or occurrence of a contaminant in a food or food environment.

(f) "cross-contamination" means the transfer of harmful substances or disease-causing microorganisms by any means, like from food by hands, food-contact surfaces, cloths, utensils that touch raw food, are not cleaned, and then touch ready-to-eat foods. Cross contamination can also occur when raw food touches or drips onto cooked or ready-to-eat foods.

- (g) **“disinfect or disinfection”** means the reduction of microbial load, by means of chemical or physical agents, to a level that will not compromise food stability or lead to harmful contamination of food.
- (h) **“food Hygiene”** means all conditions and measures necessary to control hazards and ensure the safety and suitability of food at all stages of the food chain.
- (i) **“food safety hazard”** means a physical, chemical or microbiological agent in food which is injurious or harmful to human health;
- (j) **“ Food Safety Officer”** include the Assistant Food Safety Officer or any officer of the Authority or Government authorized in this behalf;
- (k) **“Halal food”** means the food permitted under the Islamic laws, where it does not consist of, or contain, anything which is considered to be unlawful (Haram) according to Islamic laws. It should not have been prepared, processed, transported or stored using any appliance or facility that was not free from anything unlawful according to Islamic laws and has not in the course of preparation, processing, transportation or storage been in direct contact with any food that fails to satisfy as above.
- (l) **“Halal Food”** means food permitted under the Islamic Law and should fulfil the following conditions:
- i. does not consist of or contain anything which is considered to be unlawful according to Islamic Law;
 - ii. has not been prepared, processed, transported or stored using any appliance or facility that was not free from anything unlawful according to Islamic Law; and
 - iii. has not in the course of preparation, processing, transportation or storage been in direct contact with any food that fails to satisfy ‘i’ and ‘ii’ above.
- (m) Notwithstanding Section (l) above:
- i. halal food can be prepared, processed or stored in different sections or lines within the same premises where non-halal foods are produced, provided that necessary measures are taken to prevent any contact between halal and non-halal foods;
 - ii. halal food can be prepared, processed, transported or stored using facilities which have been previously used for non-halal foods provided that proper cleaning procedures, according to Islamic requirements, have been observed.
- (n) **“HACCP-based system”** means the system that is consistent with the seven principles of the Codex Alimentarius Hazard Analysis and Critical Control Point (HACCP) but does

not necessarily conform to the Codex Alimentarius layout or steps of the Guidelines for HACCP application.

- (o) **“level of risk”** in relation to food, means quantum of hazards contained in a food likely to cause harm to a consumer of food;
- (p) **“PSQCA”** means Pakistan Standards and Quality Control Authority
- (q) **“pest”** means Insects, birds, rodents and any other animal capable of directly or indirectly contaminating food
- (r) **“primary product”** means the product of primary production including agricultural products, livestock farming, hunting and fishing.
- (s) **“potable water”** means drinking water that is pure and healthy at the point of usage, and meets requirements of the regulatory authorities of government of Pakistan.
- (t) **“primary production”** means any produce or production which is of a prime nature either pertaining to plants or animals including farming, harvesting, farmed animal production prior to slaughter and including hunting, fishing and farming of wild animals;
- (u) **“product registration certificate”** in relation to food business, means the certificate issued by the competent authority to the food operator for registration of his food product;
- (v) **“raw food”** means food, which is there is neither cooked nor processed
- (w) **“register”** include manually written or electronic records;
- (x) **“retail”** means a business engaged in direct sale to consumers;
- (y) **“Schedule”** means a schedule appended to these regulations; and
- (z) **“slaughterhouse”** means slaughterhouse as defined in the West Pakistan Animals Slaughter Control Act, 1963.

(2) The words and phrases used but not defined herein shall have the same meaning as have been assigned to it in the Act.

3. Licensing of food business premises.— (1) Subject to section 15, every food operator shall, in relation to his food business premises, hold a valid license issued by the Authority.

(2) The food business premises for licensing purposes are categorized in accordance with their manufacture or production variations as specified in Schedule I.

(3) All food operators involved in food business categorized under sub-regulation (2) shall pay such product registration certificate fees and manufacturing facility license fees specified in Schedule II against each such category.

(4) The Authority may, in relation to the category of food business premises and on the report of Food Safety Officer, issue license to the food operator.

4. Application for grant of license.—(1) Any person desirous of obtaining a license for commencing or using any premises for food business under the Act and these regulations may apply for the grant of a license in writing to the Authority stating the-

- (a) kind of food or products likely to be handled;
- (b) processes to which the food is subject; and
- (c) dimensions of the business.

(2) A person submitting an application for license under sub-regulation (1), shall submit a location plan in triplicate showing-

- (a) a site plan, building and structure; and
- (b) the location of the premises at which various operations connected therewith shall be carried on.

(3) An application for the grant of a license shall:

- (a) Specify name and address of the applicant;
- (b) be accompanied with copy of CNIC and 2 passport size photographs of the applicant; and
- (c) indicate the number of persons likely to be engaged at the premises.

(4) If food business activities such as manufacture, storage and sale are intended to be conducted or carried at different premises, separate applications shall be made for the grant of licenses for each such premises.

(5) An application under this regulation shall be deemed to have been submitted to the Authority where it is accompanied by a proof as to the payment of license fee.

(6) The Authority may, subject to confirmation of the veracity of the information submitted by the applicant, grant a license to the applicant or food operator, as the case may be, set out in Schedule IV or decline it after it has taken into consideration-

- (a) confirmation of information submitted by the applicant; and
- (b) the findings of an inspection undertaken by the Food Safety Officer in relation to compliance with food safety requirements under the Act ; and
- (c) after verifying previous record of the food operator as to his compliance with provisions of the Act.

(7) Anyone furnishing false information under this regulation shall be liable to punishment under section 27.

4. Application for grant of license online.- (1) Any person or manufacturer desirous of obtaining a license for commencing or using any premises for food business under the Act and these regulations may, for the grant of a license, apply online on a prescribed form by downloading it from the Authority's website: [health.kp.gov.pk /page/the Khyber _Pakhtunkhwa _food _safety](http://health.kp.gov.pk/page/the_Khyber_Pakhtunkhwa_food_safety) complying with all the requirements specified therein including payment of license fees also otherwise specified under sub-regulation (3) of regulation 3 duly stating and undertaking that the applicant shall abide by the Act, rules, regulations and instructions of the Authority issued from time to time.

(2) Any person or manufacturer filing an online application for grant of e-license who intends to use any place for the purpose for which a license is required under section 15 shall submit site plan in triplicate showing-

- (a) the actual area proposed to be used; and
- (b) the location at which various operations connected therewith shall be carried on.
- (c) medical certificate of the workers.

(3) On filing of an online application, the concerned Food Safety Officer shall inspect the proposed site and may recommend the grant of the requisite license if the proposed place or premises conform to the requirements as laid down in sub-regulation (1) for the sale or manufacture of food.

(4) Subject to the Act and these regulations, a license may, at any time, be cancelled or suspended if any of the restrictions or conditions laid down therein are evaded or violated by the licensee, or if he is previously convicted of an offence under the Act, rules or regulations.

(5) Where any license has expired or is cancelled or suspended under sub-regulation (1), the licensee shall, for purposes of the Act and these regulations, be deemed to be without any such license until the license is renewed.

(6) An application for the grant or renewal of a license shall be accompanied by a fee as have been specified in Schedule II.

(7) Every license for purposes of these regulations shall be displayed at a prominent place within the licensed premises and shall be open to inspection by licensing authority, Food Safety Officers, Assistant Food Safety Officers or any person authorized by the Authority.

(8) For purposes of these regulations, any act or omission by an owner or occupier of a premises in respect of which a license has been granted, or by the manager, agent, employee or other person engaged in, or connected with, the trade or business carried on in such premises shall be deemed to be an act or omission by the licensee.

(9) Any person whose application for the grant of a license has been rejected by the Authority, he may file an appeal to the appellate authority which, inter alia, may be entertained where fee of rupees one thousand is paid.

(10) The appellate authority, after making such enquiries as it deems necessary, may either reject the appeal or direct the Authority to issue the license on such conditions and limitations as are necessary or deemed fit under the circumstances of the case.

(11) No application for the renewal of any license that has been cancelled shall be entertained until after a period of not less than three weeks from the date of cancellation, has elapsed.

(12) The Authority shall maintain a record, containing the name, addresses and other relevant particulars of the licensees and applicants for licenses as well as of the concerned premises.

(13) Every license shall be renewed annually.

(14) The Authority shall maintain record of all particulars, so possessed during the disposal of the applications, including the grounds of rejection, if any, annual renewal, cancellation or suspension of license or imposition of a penalty.

(15) Each Food Safety Officer shall provide the particulars regarding the name, address, the nature and the location of the business for which a license has been granted, cancelled or suspended to the Licensing Authority of the area in which the premises is situated.

5. Application for product registration certificate. - (1) Every applicant, in relation to his food business, shall apply for registration of his food product on the prescribed form specified in Schedule IV accompanied by such fees as have been specified in Schedule II:

Provided that in case there are more than one food products required to be registered, separate applications shall be submitted for each such product:

Provided further that the competent authority may, in its discretion, either issue separate product registration certificate in respect of each such food product or a combined certificate if the product is of the same nature.

Provided that the products already registered with PSQCA will be exempt from re-registration with the KP Authority till expiry of the PSQCA license.

(2) Upon receipt of an application under sub-regulation (1), the competent authority may require an extensive and analytical report from the concerned Food Safety Officer including samples, if any, and may, where he is satisfied that the product conforms to the food safety, quality and hygiene standards, issue the product registration certificate or refuse it, as the case may be, after recording reasons there against.

(3) if at any stage it is found that the product does not conform to the food safety, hygiene and quality standard requirements, a product registration certificate may be revoked after giving the food operator a notice of personal hearing.

(4) Where the product registration certificate is issued for the food product, the logo of the Authority so provided to food operators, shall be displayed on such product, may it be manufacturing, processing, import, export, transportation, sale, purchase or storage of any food product contrary whereto it shall be deemed to be violation of these regulations punishable under section 27.

Provided that the products registered with PSQCA before notification of these regulations will not require a KP Authority logo. The newly developed products beyond this period, those not registered with PSQCA and the products not included in the PSQCA mandatory list will have to abide by the said clauses of the product registration stated above. The food business operator will have to submit their PSQCA product registration certificate with the Authority and will have to register with KP FS&HFA on the expiry of the PSQCA certificate.

(5) Any person aggrieved by an order under sub-regulation (2) or sub-regulation (3) may either file a review to the competent authority or prefer an appeal under the Act and in the manner as specified under the Appeal Regulations.

6. Terms and conditions for grant of license.-(1) No person shall be granted a license set out in Schedule IV for premises to operate a food business unless a food operator is issued production registration certificate for his food product and the premises complies with or conform to the relevant requirements including Hygiene Guide specified in Schedule III:

Provided that the food operators already registered with PSQCA under the Pakistan standards certification may be deemed to qualify registration under these regulations as a consequent whereof the Authority may allow them the use of KP FSHFA logo as if their product stands registered subject to their registration under regulation 5.

(2) The license shall, in relation to the product registration certificate, be issued so as to authorize the food operator to use his premises only for the undertaking of the specific activities described in the license:

(3) A license granted under these regulations, unless suspended, withdrawn or cancelled by the Authority shall continue to be in force for two calendar years and shall be renewable upon expiration on an application by the licensee accompanied by a renewal fee as specified under Schedule II.

(4) Every license granted under the Act shall be displayed at a prominent place within the licensed premises and shall be open to inspection by Food Safety Officer or any other officer authorized by the Authority in this behalf.

(5) For purposes of these regulations, any act or omission by an owner or occupier of a premises in respect of which a license has been granted, or by the manager, agent, employee or other person engaged in, or connected with, the trade or business carried on in such premises shall be deemed to be an act or omission by the licensee.

7. Improvement notice.- (1) Subject to section 17 of the Act, an improvement notice may be issued by the Food Safety Officer or an Assistant Food Safety Officer or any officer of the Authority or Government authorized in this behalf served upon the food operator if it appears to him that measures or actions are required to secure food in compliance with the provisions of the Act, the rules or the regulations.

(2) The notice under sub-regulation (1) may specify the following:

- (a) provisions of the Act, the rules or the regulations as have been contravened;
- (b) description of the matter, issue or discrepancy which may constitute an offence under the Act, the rules or the regulations which the food operator has failed to comply in due course of time;
- (c) specify the time limit during which the discrepancies are required to be rectified by the food operator up to the satisfaction of the Authority
- (d) substantial measures which the food operator shall take in order to show compliance, which may include securing the observance of hygienic conditions and other practices in connection with the carrying out of commercial activities in relation to any aspect of food, food premises or food sources.

(e) any other instruction or direction need to be complied with for the wholesome upkeep of food as may be mentioned in the improvement notice.

(3) Notwithstanding anything contained in the Act, the rules or the regulations, improvement notice shall only be issued or served where the Food Safety Officer has reason to believe that there are such issues or discrepancies which are rectifiable or amendable and that there are no health risks or health hazard involved in connection to any aspect of food.

(4) Improvement notice may be issued or served on the prescribed form set out in Schedule IV.

(5) Where the food operator fails to comply with the instructions or directions contained in improvement notice within the stipulated time; legal proceedings under section 27 of the Act shall be carried out against such non compliant food operator.

8. Emergency prohibition orders.- (1) The Authority may in considering whether a health risk conditions exists in relation to any food business for justifying the passing of an emergency prohibition orders, the Food Safety Officer shall take into account the level of health risk, the severity of the food safety hazard concerned and the dimensions of food business.

(2) Where there is sufficient evidence available regarding health risk or health hazard and also such risks and hazards are not curable through serving prior notice, the Food Safety Officer shall without further delay pass emergency prohibition order on the prescribed form as set out in Schedule IV.

(3) The order so passed under sub-regulation (2) shall be signed stamped, witnessed and acknowledged by the food operator or his representative and an order shall specify the time duration for which it shall remain enforced.

(4) The emergency prohibition order so passed shall specify the nature of food safety risks or hazards and any conditions which may be fulfilled within stipulated time frame.

(5) A copy of an emergency prohibition order so passed shall be forwarded immediately not later than 24 hours, to the court for further necessary actions in this regard.

(6) The court may confirm the prohibition order in addition to, any other sentence, measure or penalty under the Act, the rules or the regulations which it may deem fit and appropriate in the interest of justice and equity.

(7) A prohibition order may specify time limit or the conditions which are required to be complied with by the food operator.

9. Withdrawal of emergency prohibition order.- (1) A food operator, may, if he considers that the conditions giving rise to the emergency prohibition order are no longer exist or that he has complied with the conditions specified in the order, may apply in writing to the Director General Food Safety and Halal Food Authority for the cancellation or withdrawal of prohibition order.

(2) Where the Director General is satisfied that the conditions giving rise to the prohibition order have been complied with or otherwise there are sufficient grounds of satisfaction, he after recording reasons in writing pass an appropriate order and direct the Food Safety Officer to apply to the court of law for review of the prohibition order passed by that court.

10. Powers and procedure of food recall.- (1) If the Director General has reason to believe that some food is not in compliance with the Act, the rules or the regulations, he may, after recording reasons, order an immediate withdrawal of the said food from the market.

(2) Notwithstanding sub-regulation (1), if the Food Safety Officer on his own or upon the information received from any person, a firm or company either of its initiative or through any other information or otherwise has sufficient reasons or grounds to believe that unhygienic conditions exist at the premises or if food safety or quality issues exist at food manufacturing or processing unit or storage area, he/She has reasons to believe that any wholesaler, distributor, retailer, exporter, importer, consumer is manufacturing, processing, selling, distributing or exporting food product that is unsafe or deficient and violating provisions of the Act, the rules and the regulations, the Director General or any other official to whom DG may delegate the authority, may initiate recall in such situation, the firm or company is required to submit are call alert notification as per Authority immediately but not later than 24 hours.

(3) Recalling firm or company shall stop any further production, processing, packaging, distribution and sale recharging import of the food product under recall without waiting for the Authority so as to ensure that consumer safety is not compromised.

11. Authority may initiate recall.- (1) The Director General may direct a firm or company to initiate a recall if a food product manufactured and distributed by him poses a health hazard or violation or firm has not initiated a recall on its own, the Director General may notify the firm of its determination and the need to begin immediately a recall of the food product such notification will be communicated through letter, e- mail or fax to responsible official of the firm and shall specify the violation.

(2) On such directions, the firm or company shall execute the recall and shall stop any further distribution of the food product under recall so as to ensure that it does not reach the consumer and at the same time the recalling firm shall provide a recall alert and shall inform the Director General of such recall alerts within 24 hours of receipt of recall orders.

12. Standard operating procedures for food recall.- (1) The Director General shall identify the threat which may be of food safety or food quality oriented.

(2) The Director General shall inform the food business operator accordingly and shall offer an opportunity to recall product voluntarily.

(3) If the food operator fails to fully recall the product within stipulated time, the Authority shall seal the premises, whereupon, the Director General shall hold hearing and may order recall of the product in addition to imposition of fine which may extend to one million rupees.

13. Cancellation or suspension of license.- (1) Where any licensee contravenes any condition of the license, or is convicted of an offence under the Act, rules or the regulations, he shall, without prejudice to any other action which may be taken against him, be liable to the cancellation or suspension of his license after affording him reasonable opportunity of showing cause against the proposed action.

(2) Where any license has expired or is cancelled or suspended under sub-regulation (1), the licensee shall, for purposes of the Act and these regulations, be deemed to be without any such license until the license is renewed.

(3) Any person whose application for a license has been rejected or license is cancelled or suspended by the Authority, he may file an appeal within fifteen days of the receipt of an order to the Appellate Authority according to the procedures set out in these regulations.

(4) The Appellate Authority, after making such enquiries as it deems necessary, may either reject the appeal or direct the Authority to issue or reinstate the license on such conditions and limitations as are necessary or may be deemed fit under the circumstances of the case.

14. Renewal of license.- (1) An application for the renewal of a license in the prescribed form as specified in Schedule IV may be duly filled in by identifying-

- (a) the name of the licensee;
- (b) license fee paid there against;
- (c) license number and date of issue;
- (d) location and full particulars of the licensed premises; and
- (e) validity date of the license.

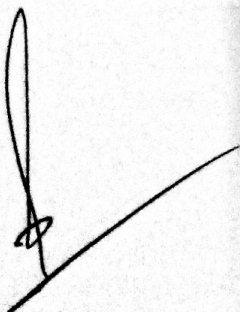
(2) An application for the renewal of a license as may be submitted on the prescribed form specified in schedule IV duly filled in for the grant of a license under this regulation shall be considered by the Authority and an endorsement of renewal of license shall be made on the original license as set out in Schedule IV.

15. Maintenance of record of licensed premises.- (1) The Authority shall maintain a register containing the name, address and other relevant particulars of food operator and his registered and licensed premises.

(2) The register maintained under sub-regulation(1) shall contain complete record of all proceedings and processes including particulars of the disposal of the applications, the grounds of rejection, if any, annual renewal, cancellation or suspension of license, imposition of a penalty and any other notice or measure applied to the food operator under the Act, rules and regulations there under.

16. Specification of forms.- (1) There shall be forms prescribed for the purpose of submitting applications for the grant or renewal of license and registration as specified in Schedule IV.

(1) An application for the grant or renewal of a license or for product registration certificate shall be accompanied by a fee as specified in Schedule II.



Schedule I
see regulation 3(2)

categories:

- (a) premises for the business of wholesale dealers in margarine, banaspati, fat spreads, animal fat (*halal*), ghee, fish oil, edible oils, spices, confectionary, cereal products, soft drinks aerated water and cold storages;
- (b) creameries, dairies, dairy farms, bakeries, hotels, eating houses and other small scale food manufacturing concerns;
- (c) premises for the manufacture or preparation of:
 - (i) pasteurized /sterilized /UHT milk, milk powder, condensed and evaporated milk, cheese and any other milk products;
 - (ii) edible oils, margarine and banaspati;
 - (iii) biscuits;
 - (iv) canned food;
 - (v) alcoholic drinks and beverages;
 - (vi) bottling factories;
 - (vii) sugar factories;
 - (viii) cereal products; and
 - (ix) natural mineral water/bottled drinking water.

LICENSE FEE FOR CERTAIN CATEGORIES OF FOOD BUSINESSES

Category	Premises Name	License Fee (Rs.)	*GST (16 %)	Total license Fee (Rs.)	
A	Premises carrying out business of margarine, banaspati, fat spreads, animal fat (Halal), ghee, fish oil, edible oil, spices, cereal products, soft drinks, aerated water, fruits and vegetables, food additives & ingredients and cold storages etc.				
	1 Mega Mart/ Whole sale dealer/ Ware houses/Distributor	10000	1600	11600	
	2 Departmental store/ Large Kiryana Store	5000	800	5800	
	3 Small Kiryana store, Pan shop	1000	160	1160	
	4 Fruit and vegetable shops	2000	320	2320	
B	Creameries, dairies, dairy farms, bakers, hotels, eating houses and other small scale food manufacturing Concerns.				
	1 <ul style="list-style-type: none"> • Hotels and Restaurants located at prominent places including fine dining and ambiance Hotels and restaurants. • Fast Food & Restaurant chains 	20000	3200	23200	
	2 Hotel & Restaurant, Fast food points, marriage/banquet hall with or without kitchen and caterers, fish corner, canteens and mess, creameries, Confectionary (Sweets), & small scale manufacturing units.	10000	1600	11600	
	3 <ul style="list-style-type: none"> 1. Bakery outlets & Dairy shop Chain 2. Bakery & Dairy Shop without chain 	5000 1000	800 160	5800 1160	
	4 Tandoor without Hotel (Large, Medium, Small) Local cart, Tea stall, Dhaba, Shawarma point, dahibhallay etc.	1000	160	1160	
	5 Atta Grinding Chakki	1000	160	1160	
	C Food manufacturing units	50000	8000	58000	
	Other				
	1	Product registration certificate fee in respect of food product at Category A	10000	1600	11600
	2	Product registration certificate fee in respect of food product at Category B	10000	1600	11600
3	Product registration certificate fee in respect of food product at Category C sold in Districts of Khyber Pakhtunkhwa	10000	1600	11600	

4	Contract manufacturing	25000	4000	29000
5	Manufacturing units of food grade Packaging, labeling and Utensils	50,000	8000	58000
6	Govt./Public sector Slaughterhouse	Fees not applicable		
7	Private slaughter house	50000	8000	58000
8	Meat (poultry, beef, mutton and fish shops)	5,000	800	5800

* GST Shall not be applicable to those areas which are exempted from GST.

Schedule III
see regulation 5(1)

Food and Personal Hygiene requirements for Food business operators

This Schedule sets out the general rules of food hygiene throughout the food chain, including primary production, processing, preparing, manufacturing, packing, transporting, storing, distribution, displaying, servicing, donating and selling food to consumers in order to produce safe food that is suitable for human consumption.

The KP Factories act 2013 shall be referenced and adapted as standard operating requirements for food industries while adding more food hygiene and safety related aspects stated in the Schedule III of this Regulation.

1. **Responsibilities of a Food Business operator:** The food business operator shall ensure the food safety and quality for human consumption, as well as his/her legal and civil obligation for the performance of his/her agents, subordinates and employees as specified in the present law, bylaws, decisions and circulars issued under the same. The food business operator shall particularly, be responsible of the following:

- a) Providing the required documented records, which reflect compliance to the present law, licensing regulation and the related applicable bylaws and decisions of the authorities.
- b) Maintaining all facilities, equipment, containers and vehicles used in connection with primary production and associated operations, including those used to handle and store food, in a clean condition, and where necessary, disinfect them after cleaning in an appropriate manner.
- c) Training the food handlers working in the establishment in the areas of health and food safety and is further committed to obligate any training programs issued by the Authority.
- d) Inform the Authority on any food, under its responsibility, that may pose a risk to consumer's health and the undertaken preventive measures to protect consumer against health risks.
- e) The food business operator shall ensure compliance of the health status of food handlers that the employees so that they remain medically fit for the food business concerned.

2. **Food Hygiene requirements:** There are certain requirements which are broadly categorized in two main categories:

1) Food Hygiene requirements related to premises and machinery:

Food establishments shall be provided with appropriate facilities and procedures in place to ensure that any necessary cleaning and maintenance is carried out effectively and to an appropriate degree so that the personal hygiene is maintained.

a. Facilities location and design

The Food establishment shall be located in a suitable location, kept clean and maintained in good condition at all times.

- The location shall be away from polluted and other industrial areas and the areas shall not be prone to pests and rodents. Specifically away from poultry and other animal farms.
- The production site should be of suitable size, location and construction, and be maintained to reduce the risk of contamination and facilitate the production of safe and hygienic finished products.
- Materials used for the internal structure of buildings should be durable, prevent buildup of dirt, easy to clean and maintain, and safe for staff.

b. Machinery and production line design

The layout of the production line should allow easy maintenance and cleaning of machinery and surroundings and prevent contamination of the food products and ingredients during the production process. The design of machinery used for food processing shall comply with the below sanitary design as per international standards:

- Cleanable to a microbiological level
- Made of compatible materials
- Accessible for inspection, maintenance, cleaning and sanitation
- No product or liquid collection
- Hollow areas hermetically sealed
- No niches
- Sanitary operational performance
- Hygienic design of maintenance enclosures
- Hygienic compatibility with other plant systems
- Validate cleaning and sanitizing protocols

c. Pest control

Adequate procedures must be in place to control pests and prevent domestic animals from having access to places where food is prepared, handled, transported or stored.

- Food shall be stacked to leave enough space from walls and above the floors to avoid any pest infestation and allow proper ventilation and ease of cleaning.
- The layout of the food premises shall permit good food hygiene practices, including protection against cross-contamination, pest access and infestation.

- Buildings should be kept in good repair and condition to prevent pest access and to eliminate potential infestation sites. Holes, drains and other places where pests are likely to gain access should be kept sealed.

d. Waste management

The Food establishment shall provide appropriate containers and suitable waste storage areas. Establish adequate procedures for the storage and removal of waste.

- Food waste, non-edible by-products and other refuse shall be separate and removed from rooms where food is present as quickly as possible to avoid their accumulation and any risk of cross-contamination.
- All waste shall be eliminated in a hygienic and environmentally friendly way.
- The drainage channels shall be fully or partially open, they shall be designed so as to ensure that waste does not flow from a contaminated area towards or into a clean area, in particular an area where high risk food is handled.

e. Cleaning

Establish cleaning and disinfection programs to ensure the correct hygiene standards are met and reduce the risk of a foodborne illness outbreak. This includes:

- proper cleaning and disinfecting food preparation areas as well as machinery and utensils used within the food processing cycle to eliminate the microorganisms that cause disease and / or food poisoning.
- Adhere to the correct cleaning processes to reduce the risk of pests such as rodents, flies and cockroaches in food preparation and processing areas by removing potential food sources and insect breeding sites.
- Provide potable water for cleaning, disinfection, and hand washing facilities otherwise, disposable items shall be used. Facilities for washing food should be separate from the hand-washing facilities.
- Ensure the fitness and cleanliness of animals intended for slaughtering and meat production. (full stop missing)
- Protect food from hazards related to contamination from air, soil, water, feed, fertilizers, pesticides, biocides, veterinary drugs, fecal contamination and cleaning and disinfection agents.
- Sort food and food ingredients in order to segregate/discard material which is unfit for human consumption.
- Dispose of any rejected material in a hygienic manner, as described in the provisions relevant to food waste stated in this regulation.

f. Maintenance

Maintain all facilities, equipment, containers and vehicles used in connection with primary production and associated operations, including those used to handle and store food, in a clean condition, and where necessary, disinfect them after cleaning in an appropriate manner. Establish proactive maintenance measures for premises and food processing machinery for sustained production of safe and hygienic foods.

- Pests such as rats and mice shall be avoided to damage machines perform through gnawing at the power cables and contaminating the components that have direct contact with the products.
- Ensure that structures within the food establishment are built of durable materials that are easy to maintain, clean and, where necessary, disinfect.
- Working surfaces (including surfaces of equipment) in food contact areas shall be made of washable corrosion-resistant and non-toxic material and maintained in a sound condition, be durable and allow for easy cleaning and disinfection.
- Wood surfaces and cutting boards made from wood are not allowed.
- Opening of exhaust fans should be covered to prevent dust and pest.

g. Personal hygiene

Food handlers shall maintain a high degree of personal cleanliness and shall wear suitable, clean and protective clothing while handling food such as hair nets, gloves, masks, beard covers.

Following factors must be considered to ensure personal hygiene:

- Food handlers shall always wash and, where necessary disinfect their hands, including the start of food handling activities, immediately after using the toilet and after handling raw food or any contaminated material.
- Food handlers shall refrain from behaviours that may result in contamination of food such as wearing of jewellery, smoking, spitting, chewing, eating, sneezing, coughing over uncovered food or any other related behaviour.
- Food handlers suffering from or being a carrier of a disease likely to be transmitted through food shall not be permitted to handle food or enter any food-handling area if there is any likelihood of direct or indirect contamination.
- Personnel with cuts and wounds, who are permitted to continue working, shall cover them by suitable waterproof dressings.

h. Health status of Food handlers

The food business operator shall ensure, concerning the health status of food handlers, all food establishments shall ensure that:

- The medical fitness of its food handlers and shall acquire a medical fitness certificate in accordance with the regulations issued in this respect.
- Food handlers are medically fit to work and maintain records of absences for infected employees or carriers of any disease that may pose a risk to food safety.
- Directing food handlers suffering from or being a carrier of a disease to report immediately any symptoms that may pose a risk to food safety. Resumption of duties must not be allowed, unless they are medically examined prior to returning to work, for 48 hours after symptoms have ceased.

- Food handlers shall be free from infectious gastrointestinal illnesses, Tuberculosis, infected skin lesions or cuts on exposed parts of the body, any discharge from eyes, ear, nose or mouth or acute streptococcal sore throat, including symptoms of jaundice, diarrhoea, vomiting and fever.

i. Environmental hygiene

Food processing facilities shall pay attention to reduce the risk of accidental environmental contamination during the food processing cycle. Standard food safety practices shall be applied to ensure the chemicals stored and used on food processing premises do not contaminate the food products at any stage in production. Measures shall be exercised to eliminate any possible effects of sudden wind storm, dust storms and hazardous rain storms.

j. Correct handling, storage & transport

Appropriate food safety measures have to be applied during handling, storage and transportation, for both incoming deliveries and products going out to customers. A range of factors needs to be considered during these stages to ensure food products do not become contaminated.

- Temperature throughout the food chain shall be monitored and verified to ensure that the food is safe and being maintained at the correct temperature.
- Foods shall maintain the following temperatures:
 - a. Maintaining refrigerated /chilled food below $(5)^{\circ}\text{C}$.
 - b. Maintaining frozen food at or below $(-18)^{\circ}\text{C}$.
 - c. All other foods, including shelf stable, shall be maintained at suitable temperature that prevent risk to human health, as appropriate for the safe keeping of particular food.
- Where cooked potentially hazardous foods are to be held or served, they shall be either held chilled at temperatures below $(5)^{\circ}\text{C}$ or hot at temperature of $(63)^{\circ}\text{C}$ or above for a maximum of two hours.
- Transport of food shall be carried out in such a way to prevent any contamination of the food, to maintain its integrity and at the appropriate temperatures.
- Food items shall be physically separated from non-food items during transport.
- Ready-to-eat and raw foods transported in the same vehicle shall be adequately separated to avoid cross contamination

k. Staff training

The food business operator shall ensure that food handlers are trained and demonstrate knowledge and skills in food safety & good hygienic practices, as applicable to their assigned tasks, and have further obtained the official food safety training programs certification.

- Food handlers shall be trained to acquire the necessary knowledge and skills to enable them handle food hygienically.
- Those who handle strong cleaning chemicals or other potentially hazardous chemicals shall be instructed in safe handling techniques.
- All employees shall be provided with a summary of these hygiene regulations in understandable language. Casual workers or temporarily employed staff in the food business shall also receive relevant training on Food Hygiene.

- Areas which staff should be trained about include:
 - Hand hygiene
 - Safe food storage practices
 - Safe food handling practices
 - Cleaning for food safety
 - Pest control
 - Relevant HACCP levels training

1. Mobile and Temporary Food Establishments (marquees, tents, market stalls, carts, mobile sales vehicles etc)

Mobile/temporary food premises shall comply with any applicable provisions in this regulation as related to the types of activities in the specific establishment.

As reasonably practicable, mobile and temporary food establishments shall:

- Be located away from direct sunlight, in a manner to ensure protection of food and avoid contamination with the outside environment, if possible.
- Be designed, constructed, kept clean and maintained in good condition to avoid any risk of food contamination. Exterior surfaces shall be constructed of weather resistant material.
- Equipment used in the storage and preparation of food shall be easy to clean and where necessary disinfected, sufficient in number and capacity, with sufficient space between floors and walls. All parts coming into contact with food shall be removable to enable adequate cleaning.
- Floors, if not made of solid material, shall be covered with suitable stable materials to prevent exposure to dust and sand.
- Provide potable water for cleaning, disinfection, and hand washing facilities. Otherwise, disposable items shall be used.
- Have an adequate supply of filtered air, potable water and a safe system of waste disposal.
- Where necessary, toilet facilities shall be conveniently located within the immediate vicinity.

m. Food safety Management system

The food business operator shall develop, implement and maintain a food safety management system based on the Hazard Analysis and Critical Control Point (HACCP) principles.

When any modification is made in the product or the process, the food business operator shall review and revise the relevant procedure accordingly.

3. Food Safety and hygiene requirements related to Processing and Production:

Apart from the above general globally prescribed requirements as per the codex alimentarius, there are certain requirements presented in Pakistan Pure Food ordinance applicable in Pakistan

to ensure safe and hygienic processing of food and related products. The KP FS&HFA will devise its own set of food safety standards through a consultative process after establishment of an expert committee with respect to the Expert committee regulations of the Authority. The existing pure food ordinance will continue to be applicable in KP until the KP Pure food rules/Food safety standards are formed. The below requirements needs to be abided by as the case may be:

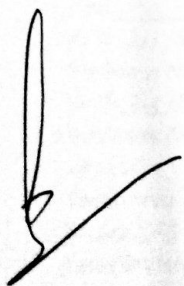
- a. **Food additives:** the addition to any article of food of any food additive, in contravention to the ones prescribed in the Pakistan pure food ordinance is prohibited. Natural color used in food shall be pure, made of Halal ingredients, free from extraneous matter and adulterants.
- b. **Preservatives:** the use of preservative or preservatives shall be restricted to the limit up to which the use of such preservative or preservatives is permitted for the food or groups of food contained in such mixture as prescribed in Pure Food rules and made of Halal ingredients.
- c. **Flavoring:** The addition to any article of food of any flavoring agent, which is not permitted in the Pakistan Pure Food Rules shall be deemed illegal. No food shall contain any flavoring agent, which are by themselves toxic or contain contaminant materials which are toxic, the flavoring agents shall be made of --check--Halal ingredients according to the Pakistan Pure food rules.
- d. **Antioxidants:** the anti-oxidants permitted in Pakistan Pure Food Rules may be used in permitted flavoring agents in concentration not exceeding 0.01 percent and made of Halal ingredients.
- e. **The machinery and equipment:** used in the process of manufacturing should be of food grade material and in good sanitary condition and shall not be in such state which is likely to affect the quality of food or make it harmful to consume.
- f. **Covering:** Every vessel containing the food or ingredients for manufacturing of food shall be covered all the time with the tight fitting cover, lid or gauze in order to protect the food from dirt, flies and insects etc. and should be kept in a safe place away from impure air and harmful gasses.
- g. **Packaging:** All the wrappers, containers and packaging material should be of food grade material which will not contaminate the food or make it harmful.

Part III

Unhygienic food and offenses

4. **Unsafe/Unhygienic food.**--A person or company, who manufactures for sale, service, stores, distributes imports or exports any unsafe food, shall be liable,-
 - a) where the unsafe food does not result in injury to a person, to a fine which shall not be less than two hundred thousand rupees and not more than two million rupees; in default of fine for a simple imprisonment for a term not less than six month and not more than one year;

- b) where such unsafe food results in injury to any person, to a fine which shall not be less than four hundred thousand rupees or not more than two million rupees; and default of fine simple imprisonment which shall not be less than one year and not more than two year; and
- c) where such unsafe food results in death of a person, to imprisonment for a term which may extend to imprisonment for life and fine which shall not be less than two million rupees.
5. **Compensation in case of injury or death of a consumer.**---(1) In case of injury or death of a consumer due to unsafe food, the Court, in addition to any other penalty under this Act, shall direct the food operator or firm to pay compensation to the consumer or, as the case may be, the legal heirs of the consumer, an amount which is-
- a) not less than three million rupees in case of death; and
 - b) not exceeding five hundred thousand rupees in case of injury.
- (2) If the food operator or firm fails to pay the compensation under this section, the Food Safety Authority shall recover the compensation as arrears of land revenue and make payment of the recovered amount to the consumer or, as the case may be, the legal heirs of the consumer.
6. **Offences by companies.**---(1) Where an offence under this Act has been committed by a Company, every person, who at the time of the commission of the offence, was in charge of the Company shall be liable to punishment for the offence and the Company shall also be liable to the punishment of fine or compensation specified for the offence.
- (2) Notwithstanding anything contained in sub-section (1), where it is proved that the offence is attributable to any neglect on the part of any director, manager, secretary or other officer of the Company, such director, manager, secretary or other officer shall also be liable to punishment for the offence.



Schedule IV
see regulations 4(6),5(1), 6(4), 8 (2)& 10

PRESCRIBED FORMS
AND LICENSES



Category A

DG/KPFSHFA/ _____
Sr. No. _____

Sub Category _____
Date _____

APPLICATION FORM FOR THE GRANT OF LICENSE UNDER THE
KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL AUTHORITY ACT, 2014

To

The Director General,
KP Food Safety & Halal Authority,

Subject: LICENSE FOR STORE/WHOLE SALE/DISTRIBUTION

Part-I

I/we hereby apply for the license as per subject noted above pursuant to the provisions of section 15, of the Khyber Pakhtunkhwa Food Safety & Halal Authority Act, 2014, for carrying on business of _____

درخواست دہندہ کا نام

Name of Applicant _____

گھر کا پتہ

Residential Address: _____

فون نمبر

Landline No. _____

موبائل نمبر

Cell No. _____

والد یا شوہر کا نام

Father/Husband Name: _____

شناختی کارڈ نمبر

CNIC No. _____

فیکس

Fax: _____

ای میل

Email: _____

کاروبار کا نام

Business Name: _____

کاروبار شروع کرنے کی تاریخ

Business Starting Date: _____

کاروبار کا پتہ

Business Address: _____

مکمل رقبہ

Total Area (In Sq. ft) _____

استعمال شدہ رقبہ

Covered Area (In Sq.Ft) _____

جگہ کی نوعیت (کرایہ دار ذاتی ملکیت)

Land Status (own Land/on rent) _____

کام کرنے والوں کی تعداد

Number of Food Handlers _____

لائسنس فیس

License Fee _____

ٹاؤن کا نام

Town Name _____

بنک چالان نمبر

Bank Challan Slip No. _____

فیس جمع کروانے کی تاریخ

Deposit Date _____

پرانہ لائسنس نمبر

Previous License No. _____

معینہ مدت

Valid From _____ To _____

Part-II

A. Detail of Products being distributed

Sr.No.	Category of Product	Product Name	Product Registration No. (if Any)	Manufacturing Firm

(Use extra sheets for more products)

B. Detail of stores to whom products are sold out

Sr.No	Name & Address of Stores	Contact No.

(Use extra sheets for more products)

Part-III

The Application Should Contain

- Block plans showing the actual area so intended to be used
- The location at which the various operations connected therewith are to be carried on
- Receipt of fee for the grant of license
(The concerned License fee may be deposited in the Bank.....)
- Two passport size photograph and one photocopy of CNIC
- Medical Certificates of the food handlers (employees) engaged in the business
- For renewal of license attached copy of previous license

I/we will abide by the rules and regulations and at all times adopt and cause to be maintained in good order and efficient action upon the premises, all such appliances or means as the Khyber Pakhtunkhwa food safety and Halal authority from time to time require for the purpose of minimizing danger to life and property or preventing, abating, or minimizing any nuisance, annoyance or inconvenience to the neighborhood or to the public from the use of which the premises is put. Furthermore, whatever has been declared is true and nothing has been concealed. If there are any changes in future with regard to the information provided in the form, the same shall be immediately reported to the Deputy Director (Licensing), KP food safety & Halal Authority Peshawar.

Thanks.

Signature of Applicant

Application Recipient: _____ Designation: _____

Note:

For Downloading of Forms visit our Website

.....

For Further Information Contact Us:

Address:

Email





Category B

DG/KPFSHFA/ _____
Sr. No. _____

Sub Category _____
Date _____

APPLICATION FORM FOR THE GRANT OF LICENSE UNDER THE KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL AUTHORITY ACT, 2014

To

The Director General,
KP Food Safety & Halal Authority,

Subject: LICENSE FOR HOTEL/RESTURANT/BAKERY/WATER PLANT/DAIRY

Part-I

I/we hereby apply for the license as per subject noted above pursuant to the provisions of section 15, of the Khyber Pakhtunkhwa Food Safety & Halal Food Authority Act, 2014, for carrying on business of _____

درخواست دہندہ کا نام

Name of Applicant _____

گھر کا پتہ

Residential Address: _____

فون نمبر

Landline No. _____

موبائل نمبر

Cell No. _____

والد یا شوہر کا نام

Father/Husband Name: _____

شناختی کارڈ نمبر

CNIC No. _____

فیکس

Fax: _____

ای میل

Email: _____

کاروبار کا نام

Business Name: _____

کاروبار شروع کرنے کی تاریخ

Business Starting Date: _____

کاروبار کا پتہ

Business Address: _____

مکمل رقبہ

Total Area (In Sq. ft) _____

استعمال شدہ رقبہ

Covered Area (In Sq.Ft) _____

جگہ کی نوعیت (کرایہ دار ذاتی ملکیت)

Land Status (own Land/on rent) _____

کام کرنے والوں کی تعداد

Number of Food Handlers _____

لاسنس فیس

License Fee _____

ٹاؤن کا نام

Town Name _____

بنک چالان نمبر

Bank Challan Slip No. _____

فیس جمع کروانے کی تاریخ

Deposit Date _____

پرانا لاسنس نمبر

Previous License No. _____

معینہ مدت

Valid From _____ To _____

Part-II

Detail of Distributor from where products are being purchased

Sr.No.	Brand Name	Category of Product	Product Name	Product Registration No. (if Any)	Manufacturing Firm

(Use extra sheets for more products)

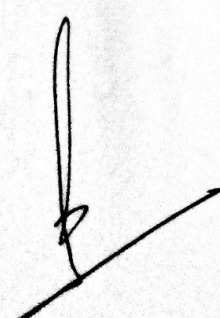
Detail of Water Purification Plant

Water Source(underground/wasa)	
Type of plant (reverse osmosis, ultra, violet, ultra-filtration)	
Manufacturer/Dealer of water purification plant	
License No. of Manufacturer/Dealer of water Purification plant	
Plant capacity Ltr/hr	
Bottle sterilization (Yes/No)	
Method	
Purification dealer of bottles	
Sample code	

(Use extra sheets for more products)

Detail of Dairy Shops

Supplier Name	Address	CNIC No	Contact No.	Area	Vehicle No.	Quantity Ltrs



Part-III

The Application Should Contain

- Block plans showing the actual area so intended to be used
- The location at which the various operations connected therewith are to be carried on
- Receipt of fee for the grant of license
(The concerned License fee may be deposited in the Bank.....)
- Two passport size photograph and one photocopy of CNIC
- Medical Certificates of the food handlers (employees) engaged in the business
- For renewal of license attached copy of previous license

I/we will abide by the rules and regulations and at all times adopt and cause to be maintained in good order and efficient action upon the premises, all such appliances or means as the Khyber Pakhtunkhwa food safety and Halal authority from time to time require for the purpose of minimizing danger to life and property or preventing, abating, or minimizing any nuisance, annoyance or inconvenience to the neighborhood or to the public from the use of which the premises is put. Furthermore, whatever has been declared is true and nothing has been concealed. If there are any changes in future with regard to the information provided in the form, the same shall be immediately reported to the Deputy Director (Licensing), KP food safety & Halal Authority Peshawar.

Thanks.

Signature of Applicant

Application Recipient: _____ Designation: _____

Note:

For Downloading of Forms visit our Website

For Further Information Contact Us:

Address:

Email





Category C

DG/KPFSHFA/ _____
Sr. No. _____

Sub Category _____
Date _____

APPLICATION FORM FOR THE GRANT OF LICENSE UNDER THE KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL AUTHORITY ACT, 2014

To

The Director General,
KP Food Safety & Halal Authority,

Subject: LICENSE FOR MANUFACTURING/PROCESSING OF FOOD ITEMS

Part-I

I/we hereby apply for the license as per subject noted above pursuant to the provisions of section 15, of the Khyber Pakhtunkhwa Food Safety & Halal Food Authority Act, 2014, for carrying on business of _____

درخواست دہندہ کا نام

Name of Applicant _____

گھر کا پتہ

Residential Address: _____

فون نمبر

Landline No. _____

موبائل نمبر

Cell No. _____

والد یا شوہر کا نام

Father/Husband Name: _____

شناختی کارڈ نمبر

CNIC No. _____

فیکس

Fax: _____

ای میل

Email: _____

کاروبار کا نام

Business Name: _____

کاروبار شروع کرنے کی تاریخ

Business Starting Date: _____

کاروبار کا پتہ

Business Address: _____

مکمل رقبہ

Total Area (In Sq. ft) _____

استعمال شدہ رقبہ

Covered Area (In Sq.Ft) _____

جگہ کی نوعیت (کرایہ دار ذاتی ملکیت)

Land Status (own Land/on rent) _____

کام کرنے والوں کی تعداد

Number of Food Handlers _____

لائسنس فیس

License Fee _____

ٹاؤن کا نام

Town Name _____

بنک چالان نمبر

Bank Challan Slip No. _____

فیس جمع کروانے کی تاریخ

Deposit Date _____

پرانہ لائسنس نمبر

Previous License No. _____

معینہ مدت

Valid From _____ To _____

Part-II

Detail of Distributor from where products are being purchased

Sr.No.	Brand Name	Category of Product	Product Name	Product Registration No. (if Any)	Ingredients

(Use extra sheets for more products)

• **Sources of Ingredients**

• **Local Ingredients**

Sr.No.	Name & Address of Supplying Firm	Detail of Ingredients	Supplying firm's License No.

(Use extra sheets for more products)

Important Ingredients

Sr.No.	Name & Address of Supplying Firm if the company is directly importing then write "Self"	Detail of Ingredients	Supplying firm's License No.

Detail of Warehouses

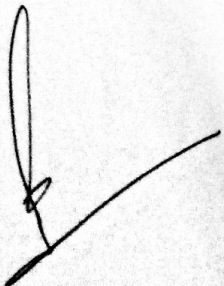
Sr.No.	Address of warehouse	Contact No.

Detail of Distributors

Sr.No.	Name & Address of Distributor	Contact No.

Detail of Retailers if Any

Sr.No.	Name & Address of Retailer	Contact No.



Part-III

The Application Should Contain

- Block plans showing the actual area so intended to be used
- The location at which the various operations connected therewith are to be carried on
- Receipt of fee for the grant of license
(The concerned License fee may be deposited in the Bank.....)
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- For renewal of license attached copy of previous license

I/we will abide by the rules and regulations and at all times adopt and cause to be maintained in good order and efficient action upon the premises, all such appliances or means as the Khyber Pakhtunkhwa food safety and Halal authority from time to time require for the purpose of minimizing danger to life and property or preventing, abating, or minimizing any nuisance, annoyance or inconvenience to the neighborhood or to the public from the use of which the premises is put. Furthermore, whatever has been declared is true and nothing has been concealed. If there are any changes in future with regard to the information provided in the form, the same shall be immediately reported to the Deputy Director (Licensing), KP food safety & Halal Authority Peshawar.

Thanks.

Signature of Applicant

Application Recipient: _____ Designation: _____

Note:

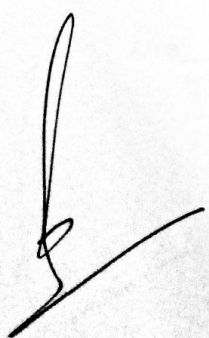
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For Further Information Contact Us:

Address:

Email





KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL FOOD
 AUTHORITY
 GOVERNMENT OF KHYBER PAKHTUNKHWA

Category
 A1

Food Laws
 Implementation

**INSPECTION OF PREMISES FOR THE GRANT OF
 LICENSE**

Under the provision of section 15 of the Khyber Pakhtunkhwa Food Safety and Halal Food Authority Act, 2014 you are required to inspect the premises as mentioned below and submit report within three (3) days.

- i) File No. _____
- ii) Deposit Fee (Rs.) _____ (A1)
 (Date/Category)
- iii) Name of Premises _____

Assistant Director (Licensing)

Deputy Director (Licensing)

File received
 Date _____
 Food Safety Officer

 Signature

Report of the Food Safety Officer received on

Premises ID _____ Premises Name _____

Area _____ Address _____

کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی

جرمانفارم

دفتر 16 کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014ء

کے پی نمبر _____

سیریل نمبر _____

1- نام و پتہ ملازم _____

2- شناختی کارڈ نمبر _____

3- جملہ تفصیلات جرم مع دفعات _____

4- تاریخ جرم _____

5- جرمانہ رقم (ہندسوں میں) _____

(الفاظ میں) _____

6- نوٹ: تاریخ ادائیگی جرمانہ _____

7- جرمانہ کی رقم بینک _____ کی کسی بھی برانچ سے

برانچ کوڈ (کوڈ نمبر) _____ کا ذریعہ جمع کروائی جاسکتی ہے۔

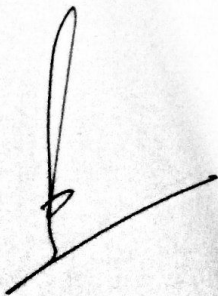
8- اصلاحاتی حکم _____

9- دائرہ سماعت مجاز اتھارٹی _____

10- دستخط و نشان انٹرویو ملازم _____

11- دستخط و ہر مجاز آفیسر _____

(متعلقہ برائے مجاز آفیسر)



کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی

نوٹس برائے فوڈ لائسنس

(زیر دفعہ 15، کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014)

ریسرچ نمبر _____

بک نمبر _____

نام: _____

پتہ: _____

کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014 کی دفعہ 27 شق (1) کے مطابق کوئی بھی شخص مقررہ رجسٹریشن اور فوڈ لائسنس کے بغیر کسی بھی جگہ کو اشیا خورد و نوش کے کاروبار کے لئے استعمال نہیں کرے گا۔ مزید برآں اس ایکٹ کی دفعہ 27 (02) کے مطابق خلاف ورزی کرنے والے کو ایک سال تک تھیر کی سزا اور ایک لاکھ سے تیس لاکھ روپے تک جرمانہ ہو سکتا ہے۔

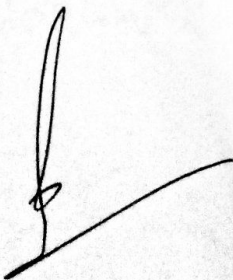
اشیا خورد و نوش کا کاروبار کرنے والے تمام اشخاص کو انہما کیا جاتا ہے کہ متذکرہ بالا قانون کی روشنی میں جلد از جلد فوڈ لائسنس بنوائیں بصورت دیگر قانونی چارہ جوئی کے ساتھ ساتھ آپ کے کاروبار کی جگہ کو سر بمبر بھی کیا جاسکتا ہے۔

اسسٹنٹ ڈائریکٹر فوڈ سیفٹی / فوڈ سیفٹی آفیسر

تاریخ: _____

ضلع: _____

تاریخ: _____



تاریخ: _____

ضلع: _____

تاریخ: _____



کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی

نوش زبردفعہ 17 کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014

کپی نمبر _____

ریسپونڈنٹ _____

نام اپنی _____

موریہ _____ کو موقع ملاحظہ کے دوران مندرجہ ذیل چیزوں پر توجہ دلائی جاتی ہے اور اس میں بہتری لائی جائے۔

<p>ا۔ جس چھاپے پر پروڈکٹ چھاپی ہو وہ پیکرنگ اور ڈیزائن کی صفائی کرانگی۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ ای سی ایپ کا سب سے اچھا ٹیکہ کریں۔ م۔ پانی اور دھوپ سے محفوظ رکھیں۔ م۔ پانی اور دھوپ سے محفوظ رکھیں۔</p>		<p>ا۔ جگہ کی صفائی</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>ب۔ کارٹونوں کا لباس اور جسمانی صفائی</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>پ۔ ایشیا، خور و نوش بنانے والے اجزاء</p>
<p>۔ ایشیا، خور و نوش بنانے والے اجزاء م۔ ایشیا، خور و نوش بنانے والے اجزاء م۔ ایشیا، خور و نوش بنانے والے اجزاء</p>		<p>ت۔ ایشیا، خور و نوش کی تیاری میں</p>
<p>۔ ایشیا، خور و نوش بنانے والے اجزاء م۔ ایشیا، خور و نوش بنانے والے اجزاء</p>		<p>ث۔ ایشیا، خور و نوش کی تیاری میں استعمال ہونے والے آلات</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>ج۔ ایشیا، خور و نوش کو محفوظ رکھنا</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>د۔ کوزہ اور استعمال اور صفائی</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>ڈ۔ کیڑے مکوڑوں اور گھبوں کا تدارک</p>
<p>۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔ م۔ کھانے کے سامنے کھڑے ہو کر کھائیں۔</p>		<p>ذ۔ دیگر</p>

اپنا ایجوکیشنل سسٹم اور ایگزیکٹو فوڈ سیفٹی آفیسر کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی کے _____ پتے _____ پر مطلع کیا جاتا ہے کہ مندرجہ بالا تفصیلات نامیہ اس کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014 کے تحت قائم جرم ہیں اور مندرجہ بالا _____ دن میں بہتر یا شرم کریں بصورت دیگر زبردفعہ 17 (2) کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی ایکٹ 2014 کے تحت قانونی کارروائی عمل میں لائی جاسکتی ہے۔

اسسٹنٹ ڈائریکٹر فوڈ سیفٹی اینڈ سیفٹی آفیسر
 کے پی فوڈ سیفٹی اینڈ حلال فوڈ اتھارٹی



FORM 5

(Section 12)

KP Food Safety and Halal Food Authority Act, 2014

To

The Public Analyst
KPK Food Safety and Halal Food Authority

Sir,

I herewith submit the following sealed samples for analysis and report under section 12 of the KP Food Safety and Halal Food Authority 2014.

Sr. No	Sample Number	Article	Price Paid	Date	Time	Vendor's Name and Address	Remarks
1							
2							
3							
4							
5							
6							
7							
8							

ASSISTANT DIRECTOR FOOD SAFETY / FOOD SAFETY OFFICER: _____

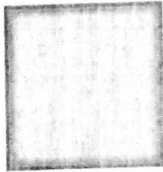
Specimen of seal used: _____



FORM 8
FORM FOR LICENSE UNDER SECTION 15
THIS LICENSE IS NOT TRANSFERABLE & FEE IS NOT REFUNDABLE

Book No. _____

License No. _____/DG/KPFSHFA/20



In Pursuance of the Provision of section 15 of the KP Food Safety and Halal Food Authority Act, 2014, License to operate a food business is hereby issued to

Mr./Ms./Mrs _____ For the

Period _____ to 31st December 20 _____ to use premises

located at _____ measuring _____

square feet for the purpose of _____

Category: A
Director General
KP Food Safety &
Halal Food Authority



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Mr./Ms./Mrs _____ For the Period _____ to 31st December 20 _____ to use premises

located at _____ measuring _____ square feet for the purpose of _____

Subject to the restriction laid down in the rules and conditions stated below: -

1) This license is valid only for the premises above specified that is for the number of rooms, godowns or space mention therein and as shown in block plan attached with the license and if the licensee anytime during the period of this license desires to use any additional room, godowns or space for the purpose aforesaid, he must obtain previous sanction from the Food Authority for doing so.

2) If the licensee vacates or gives up the possession of premises during the period of this license, he shall forthwith inform in writing, the licensing authority he is about to

3) The licensee shall cause the built-up portion of premises to have the following

- a Floors constructed of concrete or other impervious material, smooth properly drained and drains provided with traps clean and in good repairs
- b Walls and ceiling having smooth, washable light-colored surface clean and good repairs
- c Doors and windows provided with effective means to prevent the access of flies and to screen the outer air, the doors shall be self-closing
- d Lighting on all working surface shall be adequate
- e Ventilation sufficient to avoid smoke, oil odors accumulating in structures and on equipment
- f Effective means for protection and contamination from insects and rodents
- g Toilet rooms wherever provided shall bear a sign and self-closing doors not opening into any room used for handling or storing of food
- h Water supply which is easily accessible, adequate and of a safe sanitary quality
- i Convenient hand washing facilities with water, soap and clean towels
- j Cold storage facilities for perishable articles

4) The licensee shall cause the open and inbuilt portion of the premises and their surroundings to be kept at all times in a clean and sanitary condition and shall not permit construction of any latrine, cesspool, cow shed, stable, manure heap or other insanitary place within the premises which in the opinion of the food authority renders it undesirable, that the premises should be used for the business aforesaid.

5) The licensee shall not use or permit to be used any portion of the premises for dwelling or cooking purpose

6) The licensee shall keep and maintain a register required by section 15 of the KP Food Safety and Halal Food Authority Act, 2014 in the form prescribed in KP Pure food rules/food standards and shall keep it at all times for inspection of the officers authorized

7) The licensee shall at all times adopt and cause to be maintained in good order and efficient action upon the said premises all such appliances or means as the Food Authority may from time to time require for the purpose of minimizing danger to life and property or preventing, abating or minimizing any nuisance annoyance or inconvenience to the neighborhood or to the public from the use of which the premises are put

8) The licensee shall be providing on the premises and maintain in good repair, sanitary and use metal sanitary dust bins of approved pattern and size for the deposit of all trade refuse and sweepings and make proper arrangements for the disposal of their contents daily

Category: A

Director General
KP Food Safety &
Halal Food Authority

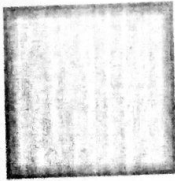




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Category: B
Director General
KP Food Safety &
Halal Food Authority



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 - d. Lighting on all working surface shall be adequate
 - e. Ventilation sufficient to avoid smoke, off odors accumulating in structures and on equipment
 - f. Effective means for protection and contamination from insects and rodents
 - g. Toilet rooms wherever provided shall bear a sign and self-closing doors not opening into any room used for handling or storing of food
 - h. Water supply which is easily accessible, adequate and of a safe sanitary quality
 - i. Convenient hand washing facilities with water, soap and clean towels
 - j. Cold storage facilities for perishable articles

4) The licensee shall cause the open and inbuilt portion of the premises and their surroundings to be kept at all times in a clean and sanitary condition and shall not permit construction of any latrine, cesspool, cow shed, manure heap or other insanitary place within the premises which in the opinion of the food authority renders it undesirable, that the premises should be used for the business aforesaid

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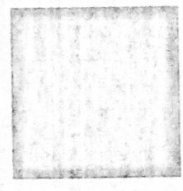
Category: B

Director General
KP Food Safety &
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Category: C
 Director General
 KP Food Safety &
 Halal Food Authority



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Category: C

Director General
 KP Food Safety &
 Halal Food Authority



FORM 9

FORM OF DECLARATION
(ADMISSION AS EVIDENCE UNDER SECTION 14)
KP FOOD SAFETY AND HALAL FOOD
AUTHORITY ACT 2014



Book No. _____

S No _____

1. Name of the person giving sample _____
2. Name of the owner _____
3. Place where sample is taken _____
4. Number assigned to the sample _____
5. Application nature and description of the food _____
if any, one container/packages
6. Quantity taken for sample _____
7. Amount of money paid for sample _____
8. Food Purchased/Imported Form _____
9. Brief Description of advertisement _____
10. Quantity in Hand _____
11. Description of specimen of the seal applied _____
12. If divided into three parts and if one received _____
13. Remarks _____

Copy Received _____

Place _____

Date and Time _____

SIGNATURE AND ADDRESS OF THE PERSON
GIVING THE SAMPLE AND MAKING THE
DECLARATION

SIGNATURE OF THE OFFICER TAKING SAMPLE

GOVERNMENT OF KHYBER PAKHTUNKHWA
KP FOOD SAFETY AND
HALAL FOOD AUTHORITY

Schedule V

Halal Food compliance requirements

This Schedule sets out the general rules for Halal food compliance throughout the food chain, including primary production, processing, preparing, manufacturing, packing, transporting, storing, distribution, displaying, servicing, donating and selling food to consumers in order to comply with Halal food standards in accordance to Islamic Law. (1) These Halal compliance regulations are issued for the guidance for the KP FS&HF Authority enforcement officers on Halal food issues.

(2) Food Safety Officer and Assistant Directors Food safety shall use this schedule when planning inspections, food sampling and labeling checks relating to Halal foods and to take appropriate enforcement actions.

(3) Food Safety Officer and Assistant Directors Food safety shall consider action, where appropriate, against food business operators who sell and wrongly describe Halal foods, in the same way as they would for any contravention of food law in food premises generally.

1. **Food Law and Halal requirements:** There are many similarities between aspects of Halal requirements and aspects of food law. A Halal food business operator must not only comply with food law but with the Islamic Shariah (Law) related to food. The requirements of the Islamic dietary laws are that:
 - a) Meat, and other foods, including food ingredients, whether home-produced or imported, must be Halal.
 - b) Meat must be obtained from Halal sources, e.g. an abattoir must have the facilities and personnel to undertake Halal slaughter.
 - c) Meat must be wholesome and meet food safety requirements - if meat is unfit for human consumption it cannot be considered Halal, even if slaughtered in the prescribed manner.

2. **Criteria for Halal Foods:** The term halal may be used for foods which are considered lawful. Under the Islamic Law, for the purpose of Halal compliance the Lawful and unlawful sources of food including their products and derivatives are stated below:
 - a) **Lawful foods:** The Animals source food should be of those permitted to be eaten (as Halal) by Muslims, such as sheep, goats, cattle, camels, poultry, rabbits, non-predatory animals and birds, etc. The properties of Lawful foods are stated below:

- i. The animal should be alive or deemed to be alive at the actual time of slaughter and slaughter must be carried out in compliance with Islamic Shariah and the Welfare of Animals (Slaughter or Killing) Regulations 1995.
- ii. Animals/birds must be slaughtered by severance of neck arteries and jugular veins.
- iii. No pork or pork ingredients must be present in the food.
- iv. No alcohol or other intoxicants must be used.
- v. Any animal product, such as gelatine, must be produced only from animals prescribed and slaughtered in accordance with the Islamic Shariah.
- vi. Any animal fat or meat must come from animals prescribed Halal and slaughtered in accordance with the Islamic Shariah.
- vii. Any preparation area and the equipment/utensils used should be kept in such a manner as to prevent cross contact, contamination or mixing Halal food with non-Halal food.

b) Unlawful foods: The unlawful or Haram Foods are categorized as below:

i. Unlawful Food of Animal Origin

- o Pigs and boars.
- o Dogs, snakes and monkeys.
- o Carnivorous animals with claws and fangs such as lions, tigers, bears and other similar animals.
- o Birds of prey with claws such as eagles, falcons, vultures, and other similar birds.
- o Pests such as rats, centipedes, scorpions and other similar animals.
- o Animals forbidden to be killed in Islam i.e., ants, bees and woodpecker birds.
- o Animals which are considered repulsive generally like lice, flies, maggots and other similar animals.
- o Animals that live both on land and in water such as frogs, crocodiles and other similar animals.
- o Elephants, mules and donkeys.
- o Carrion, strangled and fatally beaten animals
- o All poisonous and hazardous aquatic animals.

- Dead animals through unlawful treatment or which has been dedicated to any other than God
- Any other animals not slaughtered according to Islamic Law.
- Blood.
- ii. **Unlawful Food of Plant Origin:** Intoxicating and hazardous plants except where the toxin or hazard can be eliminated during processing.
- iii. **Drink:**
 - Alcoholic drinks.
 - All forms of intoxicating and hazardous drinks.
- iv. **Food Additives**

All food additives derived from Items i, ii and iii above in the unlawful foods sections. For additional information on food additives, the Halal Food E numbers annex shall be referred for categories of Halal, Mushbooh and Haram food additives stated in the to be developed KP Pure Food regulations 2018.

3. SLAUGHTERING Standard operating procedures

All lawful land animals should be slaughtered in compliance with the rules laid down in the Codex Recommended Code of Hygienic Practice for Fresh Meat and the following requirements:

- a) Animal and birds should have preferably been raised in a natural environment.
- b) Their feed should not contain animal-based products.
- c) Animals and poultry at farms or homes must be cared for properly. They must be fed and watered before slaughter.
- d) They must receive ante-mortem inspection so that only healthy animals are brought in for slaughter.
- e) In the slaughterhouse animals must not be able to see other animals being slaughtered, nor must they have sight of blood. This requires area to be kept clean before the next slaughter.
- f) There must be no cruelty to animals or poultry at any time.
- g) The person should be an adult Muslim who is mentally sound and knowledgeable of the Islamic slaughtering procedures.
- h) The slaughter man must be a Muslim, who has been properly trained and licensed where such rules are in force.
- i) All slaughtering must be carried out in a licensed slaughterhouse.

- j) The management shall ensure that sufficient resources (i.e. manpower, facility, financial and infrastructure etc) are provided in order to implement the internal halal control system.
- k) The management must keep the record of animals to be used for slaughtering.
- l) The management must keep the record and identification procedures from slaughtering of the animal till the release of final product.
- m) The management will ensure the installation of CCTV cameras in abattoir which should be under the supervision of the KP FS&HFA.
- n) The animal to be slaughtered should be lawful according to Islamic law.
- o) The animal to be slaughtered should be alive or deemed to be alive at the time of slaughtering.
- p) Places where pigs are slaughtered should be avoided.
- q) The phrase "Bismillah, Allah ho Akbar" (In the Name of Allah, Allah is the Greatest) should be invoked immediately before the slaughter of each animal.
- r) The slaughtering device should be sharp and should not be lifted off the animal during the slaughter act.
- s) The slaughter man must use a sharp knife (which must not be sharpened in front of the animal and shall be free from blood and other impurities). He must sever the jugular veins and carotid arteries as well as the oesophagus and trachea to hasten the bleeding and death of the animal. The act shall not cut the spinal cord as this restricts convulsion, which in turn restricts the pumping out of the blood from the animal body, as the bleeding shall be spontaneous and complete.
- t) A trained Muslim inspector shall be appointed and be responsible to check that animals are properly slaughtered or not.
- u) Stunning is not recommended.
- v) Carcass should be saved from all potential hazards during slaughtering and should be washed immediately with water after slaughtering.
- w) Any carcasses found unfit on post mortem inspection must not be used for food for human consumption.
- x) At all times the meat and general hygiene regulations must be complied with.

4. Condition of the Abattoir

- a) The abattoirs shall comply to the general hygiene principles stated in Schedule III and shall also follow the below standards specific to abattoirs.

- b) Employee's toilets and changing rooms should be maintained and isolated from the slaughtering and processing area, and should be maintained in clean conditions.
- c) To control the risk of meat contamination premises should be designed, constructed or renovated in such ways which enable the proper process flow.
- d) Loading and unloading bay should be appropriately designed to allow effective transfer of meat in good hygienic condition.
- e) Animal sheds should be properly cleaned to protect animal from diseases transmitted through bad surrounding.

5. Slaughtering Area

- a) The Slaughtering area shall comply to the general hygiene principles stated in Schedule III and shall also follow the below standards specific to Slaughtering areas.
- b) Slaughtering and processing premises should be dedicated for halal slaughtering and halal processing only.
- c) Processing of carcasses such as deboning, cutting, packing and storing should be done in the same premises as slaughtering or in approved premises by the KP FS &HFA that meet the requirements of the standards.

6. Equipment and Utensils

- a) Presence of adequate facilities for the enforcement of pre-slaughtering inspection.
- b) Equipment's and utensils should be maintained in proper conditions and should be repaired/ replaced as per requirement and standards, to keep the condition of blast freezers/plate freezers/chillers/cold/frost room as well as chilling vans fit for the working conditions.
- c) Meat should not be prepared, processed or manufactured using equipment that is contaminated with things that are najis as decreed by Shariah law.
- d) Freezing/chilling equipment should always be monitored to check the variation of temperature so that it may not cross the critical limit.

7. Health and Training of Workers

- a) The Medical fitness standards stated in Hygiene Schedule III shall be complied for staff in the slaughterhouse and in contact with Meat and meat products
- b) Medical fitness certificates of food handlers should be available in the premises.
- c) Procedure of reporting back after recovery from disease should be documented.

8. PREPARATION, PROCESSING, PACKAGING, TRANSPORTATION AND STORAGE

All food should be prepared, processed, packaged, transported and stored in such a manner that it complies with the definitions Section 2 (l) and 2 (m).

9. ADDITIONAL PACKAGING AND LABELLING REQUIREMENTS

Meat should be suitably packed. Packaging materials should be food grade in nature and should fulfil the following requirements:

- a) The packaging materials should not be made from any raw materials that are decreed as najis by shariah law; and should fulfill the food safety standards i.e chemically and microbiologically safe.
- b) The packaging material should not have any toxic effect on the halal meat; and packaging design, sign, symbol, logo, name and picture should not be misleading and/or contravening the to be developed KP Pure Food Regulations, 2018.
- c) For consumer information slaughter and expiry date must be written on card attached with the carcasses.
- d) The carcasses should be marked with food grade markers for their identification.
- e) Packing process should be carried out in clean and hygienic manners and in sound sanitary conditions.
- f) Labelling material in direct contact with the product should be non-hazardous and halal.
- g) The meat of the slaughtered animal will only be sold at the company outlets registered with the KP FS&HFA.
- h) When a claim is made that a food is halal, the word halal or equivalent terms should appear on the label.
- i) In accordance with the Codex General Guidelines on Claims, claims on halal should not be used in ways which could give rise to doubt about the safety of similar food or claims that halal foods are nutritionally superior to, or healthier than, other foods.

10. Meat Recall/ Return

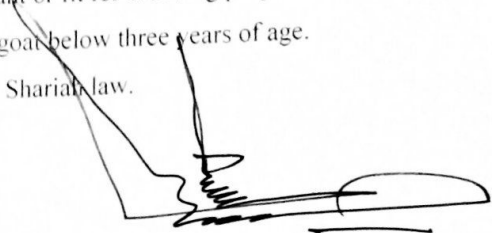
After the meat is delivered, it should be recalled/returned into abattoir under following conditions.

- a) In case of any complaint received from the customer about the meat quality, immediate arrangements should be available to return/receive the meat back into abattoir and to dispose it off.
- b) The meat should also be recalled if quality assurance department comes to know that quality of the meat is not up to the standards.

11. Restriction on slaughter of animals

Following animals should not be slaughtered.

- a) A female sheep or goat below the age of one year and six months.
- b) A male sheep or goat below the age of three months.
- c) A calf below the age of four months.
- d) A female sheep or goat of the age exceeding one year and six months but not exceeding four years, which is pregnant or fit for breeding purpose.
- e) A female animal other than sheep or goat below three years of age.
- f) Animal that is declared Haram as per Shariat law.



**DIRECTOR GENERAL
KHYBER PAKHTUNKHWA
FOOD SAFETY AND HALAL FOOD AUTHORITY**