

**Voluntary Report** – Voluntary - Public Distribution

**Date:** January 28, 2025

**Report Number:** IN2024-0053

**Report Name:** India DAHD Publishes Clarifications on Documentation for Sanitary Import Permit Application

**Country:** India

**Post:** New Delhi

**Report Category:** Livestock and Products

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**Report Highlights:**

India's Department of Animal Husbandry and Dairying, Ministry of Fisheries, Animal Husbandry and Dairying published Office Memorandum L-110111/1/2022 – Trade (E-21390) on September 19, 2024, clarifying the required documentation for examination of the online application of Sanitary Import Permit (SIP). It enlists the required documents with respective details and format. This comes in as a response to Indian importers' queries to better understand the requirements for smooth trade.

**DISCLAIMER:** The information contained in this report was retrieved from the Department of Animal Husbandry and Dairying (DAHD) website <https://dahd.gov.in/division/trade>. The Foreign Agricultural Service (FAS) Office of Agricultural Affairs at the U.S. Embassy in New Delhi, USDA, and/or the U.S. government make no claim of accuracy or authenticity. The Government of India has not officially endorsed this report. Import approval for any product is subject to local rules and regulations as interpreted by Indian officials at the time of product entry. [Note: Use Google Chrome to access the links that do not open in Internet Explorer. Indian host sites will geo block site access on a rolling basis].

## **GENERAL INFORMATION:**

On September 19, 2024, India's Department of Animal Husbandry and Dairying (DAHD), Ministry of Fisheries, Animal Husbandry and Dairying, published [Office Memorandum L-110111/1/2022 – Trade \(E-21390\)](#), clarifying the documents required for examination of the online application and subsequent issuance of Sanitary Import Permit (SIP). The memorandum enumerates the required documents along with the respective details. The list of documents include:

1. **List of products:** The department specifies a format (in excel sheet) to be used for providing product details including brand name, trade name, product name and details, animal species of the raw material, and weight. The format for furnishing information on dairy products requires specific details and varies from other products.
2. **Detailed literature of products/product catalogue:** Documents that support the list of products and are owned by the manufacturing units must be submitted by the manufacturer and not the consignor, in case the two entities are different. For dairy products, a copy of the original manufacturing registration certificate is required. This certificate must contain details including the name, location, registration number, and the name of the issuing authority.
3. **Process chart of products:** The documents presenting the process chart of products must be owned by the manufacturing unit, and not the consignor in case the two entities are different. (The word “owned” is from the official text. It may be appropriate to read it as “held”. Exporters are advised to consult with their importers on all requirements.)
4. **Detailed chemical and microbiological data sheet including certificate of analysis of the products:** A certificate of analysis is required. It must contain testing results as per the Indian regulation parameters. This may be issued by a laboratory owned by the manufacturing unit, or certified laboratory in the exporting country, or India's National Accreditation Board for Testing and Calibration Laboratories (NABL). The product details in the test report must match with those mentioned in the Veterinary Health Certificate to be issued by the exporting country.
5. **Details of end use of product:** The importer is required to submit a letterhead undertaking regarding the end use of products.

6. **Utilization certificate of previous SIPs:** The use of products that were imported against the previously issued SIP must be submitted in the mentioned format. The required information includes name of the importer, permit number of the previous SIP issued, quantity permitted, quantity imported/consumed, date of import, and bill of entry details.
7. **Importer/exporter declaration:** This document must present that, the product is being imported as per Indian requirements related to veterinary health and other product safety and processing protocols, is obtained from domestic animal species, and does not contain beef or beef products or any ingredient from wild animal species. In case the raw materials used in the product to be exported to India do not originate from the exporting country, then the exporter and importer are required to provide certificates confirming that raw materials fulfill Indian veterinary health protocols.
8. **Other documents:** Any affidavit, FSSAI license, or other documents applicable for import of products must be submitted.

**Background:** The DAHD, under its notification S.O. 2666(E) dated October 17, 2015, lists livestock products and the respective procedure for import. Products such as meats, poultry grandparent stock, bovine germplasm, dairy, fish, crustaceans, and other livestock products are allowed to be imported to India subject to SIP which certifies India's sanitary requirements. This must be obtained prior to shipping. Based on examination of import risk analysis, the DAHD issues SIPs which are often valid for six months to a year. Following requests from Indian importers for clarity on the documentation required for obtaining an SIP, the DAHD, via its **Office Memorandum L-110111/1/2022 – Trade (E-21390)**, dated September 19, 2024, spells out the required documents and details.

File No. L-110111/1/2022-Trade (E-21390)  
भारतसरकार  
Government of India  
मत्स्यपालन, पशुपालनऔरडेयरीमंत्रालय  
Ministry of Fisheries, Animal Husbandry and Dairying  
पशुपालनऔरडेयरीविभाग  
Department of Animal Husbandry and Dairying  
कृषि भवन, नईदिल्ली 110 001 ,  
Krishi Bhawan, New Delhi-110 001,  
दिनांक / Date 19<sup>th</sup> September, 2024.

**OFFICE MEMORANDUM**

**Subject: Clarifications regarding documents required for examination of SIP applications- reg.**

The undersigned is directed to refer to the subject cited above and to suggest to provide the following documents at the time of filling up of online application for issuance of Sanitary Import Permits (SIPs);

**1. List of Products** (in excel sheet format): Name of the products to be imported including brand name, trade name (especially in case of cheese), list of ingredients that constitute the product, whether contain vegetable fat/oil, type of rennet used and status of fortification. The information should be given in following format;

S. No.	Name of the product	Brand Name / Trade Name	Name of the Active ingredients with % (meat, fat, milk, collagen, ossein, gelatine, chondroitin, glucosamine, marine/aqua etc)	Animal species of the raw material with common name.	Weight

For Dairy Products, the following format should be used;

S. No.	Name of the product	List of ingredients that constitute the product.	Whether the product contains vegetable Fat/Oil	Type of Rennet used	Status of fortification	Weight

**2. Detailed literature of Products / Product catalogue:** The documents owned by manufacturing unit to be submitted in reference to list of products (not by consignor, if the consignor and manufacturer are different). For

import of dairy products, the copy of original manufacturing registration certificate with copy of English translation, if applicable where the product has been produced, should be submitted, clearly reflecting the name, location, registration number and issuing authority (issued by authority under Government like Veterinary /Animal Husbandry / Dairy / Agriculture / Food safety Department).

**3. Process Chart of Products:** The process flow chart document needs to be owned by manufacturing unit (not by consignor if the consignor and manufacturer are different).

**4. Detailed Chemical and Microbiological data sheet including Certificate of Analysis of the products:**

(i) Certificate of Analysis must contain actual testing result against the parameters as per the domestic regulation of importing country i.e. India. The testing report should reflect the name of the product (trade name in case of cheese along with brand name).

(iii) The test report needs to be issued by lab. owned by manufacturing unit or certified lab. of exporting country or NABL lab. The frequency of submitting the testing report should be according to shelf life of product i.e. the product having shelf life of a year or more. CoA issued in last one year only needs to be submitted.

The name and details in test report should match with products and manufacturer details to be mentioned in Veterinary Health Certificate to be issued by exporting country along with consignments.

**5. Detail use of end product:** The undertaking of end use of products should be on letter head of importer bearing fresh date and signature.

**6. Utilization Certificate of previous SIPs:** The information should be given in the following format;

S. No.	Name of the importer	Application number and Permit number of the previous SIP issued along with Date	Quantity permitted	Quantity imported/ Consumed	Balance	Date of import	Bill of Entry details	Remarks, if any



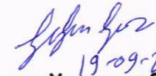
**7. Importer/exporter declaration:**

- a. The product namely-----is being imported as per Indian requirements including the Veterinary Health protocols and other requirements related to product safety and processing.
- b. Product do not contain beef or beef product in any form (for animal or human food chain products).
- c. Product do not contain the ingredients from wild animal species (for animal or human food chain products).

In case approved under wild life norms/CITES, the same should be mentioned for products which are not entering in food chain.

- d. The raw materials for the product (for animal or human food chain products) is obtained from domestic animal species like sheep, goat, pig, bovine (only milk, not beef), poultry, marine/aquatic.
- e. In case the raw material is obtained from different countries, than the certificates from the exporter and importer that the raw material of animal species used in the product is fulfilling the Indian requirements as per Indian Veterinary Health protocols.

**8. Any other documents** - Affidavit, FSSAI license and any other documents, if applicable.

  
19-09-2024

(डॉ गगन गर्ग)

(Dr. Gagan Garg)

उप-आयुक्त (व्यापार)

Deputy Commissioner (Trade)

**Distribution:**

- All stakeholders.

**Attachments:**

No Attachments.