

CHECK LIST (FORM – 16)

SR. NO.	REQUIREMENTS	EXPLANATION
1	Application duly fulfilled according to Form – 16.	<ul style="list-style-type: none">• Signed by executive of the firm.
2	Letter of authorization	<ul style="list-style-type: none">• Should be provided from the manufacturer (in original) with name & designation, seal & signature, telephone, fax & email address.
3	Sample of the product	<ul style="list-style-type: none">• Sealed sample should be submitted in the FPTRL directly from the manufacturer.
4	100% break up / recipe and specification of formulated product	<ul style="list-style-type: none">• For imported product the recipe and specification should be analysed by internationally accredited lab or GLP certified laboratory.
5	100% break up / composition and specification of technical grade material	<ul style="list-style-type: none">• Should be provided from manufacturer, in accordance with composition and specification registered with registration authority in country of origin.
6	Toxicological, MRL data & PHI period	<ul style="list-style-type: none">• Should be from international accredited lab or GLP certified laboratory.
7	Original Copy of paid challan as registration fee	<ul style="list-style-type: none">• Rs. 40,000/- (Forty Thousands rupees)
8	Original copy of paid challan as analysis fee of formulated product and technical grade material	<ul style="list-style-type: none">• Rs. 10,000/- (Ten thousand rupees) for formulated product.• Rs. 10,000/- (Ten thousand rupees) for Technical grade material
9	Registration certificate of the formulated product	<ul style="list-style-type: none">• As per amended SRO 1330(I)/2012.
10	Registration certificate of technical	<ul style="list-style-type: none">• As per amended SRO 1330(I)/2012.

	grade material of the pesticides	
11	Draft label of the product bearing all information required under rule 14 /SRO 21(1)/2004	
12	Certificate of storage facilities	<ul style="list-style-type: none"> • Should be on judicial stamp paper with solid documentary proof e.g., ownership deed, rental agreement in favour of applicant.
13	Undertaking on Judicial stamp paper according to Rule 9A (c)	<ul style="list-style-type: none"> • Should be signed by the applicant by himself or its authorized representative.
14	Copy of valid distribution certificate or contractual agreement with the registered distributor	<ul style="list-style-type: none"> • Should be granted by Provincial Agriculture department in favour of applicant or its contractual distributor
15	Copy of NTN certificate	<ul style="list-style-type: none"> • Issued by FBR
16	Copy of registration of firm / partnership deed / Article of Association	<ul style="list-style-type: none"> • Issued by concerned authorities
17	Renewal cases	<ul style="list-style-type: none"> • The Department of Plant Protection may on the application of the importer, manufacturer, formulator of a registered pesticide in the guarantee of ingredients of which no change has taken place since the date of registration, renew the registration / import permission certificate on the basis of valid proof of manufacturing or registration of the product.
18	Subsequent cases of the same product from same manufacturer, the importer shall submit application according to the Form – 16 alongwith letter of authorization letter from the manufacturer (in original) and paid challan for Rs. 60,000/- as registration fee.	