

No.35028/4/2017-Fy (Trade) (E-14856)
Government of India
Ministry of Fisheries, Animal Husbandry & Dairying
Department of Fisheries

Chandralok Building, 36 Janpath,
New Delhi-110001
Dated the 23rd July, 2026

OFFICE MEMORANDUM

Subject: Clarification regarding the documents required for examination of applications for issuance of Sanitary Import Permit (SIP) for import of Fish and Fishery Products into India.- reg.

The undersigned is directed to refer to the subject cited above and to clarify that the following documents shall be submitted by the applicant while filing the online application for issuance of a Sanitary Import Permit (SIP) for import of Fish and Fishery Products:

1. List of Products (in Excel sheet format): Name of the products to be imported, including brand name, trade name (if applicable), list of ingredients that constitute the product. The information should be given in following format;

S. No.	Name of the Product	HS Code	Brand Name / Trade Name	Name of all animal-origin ingredients and their percentage (%) by weight or formulation.	Animal species of the raw material with the scientific and common name	Package size	No. of Packages	Total Weight

2. Detailed literature of Product / Product catalogue: The documents owned by the producer/processing unit/manufacturing unit to be submitted in reference to the list of products (not by consignor, if the consignor and manufacture are different). The documents should clearly indicate the product name, composition/ingredients, intended use, manufacturing process, Source of raw material (wild caught or farmed/Aquaculture), storage conditions and shelf life. Further, a copy of the valid approval/registration certificate of the manufacturing or processing establishment issued by the Competent Authority of the exporting country shall be submitted, along with an 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 /Fisheries/Animal Husband & dairying / Agriculture / Food safety Department).

3. Process Chart of Products: The process flow chart document needs to be owned by the manufacturing unit/producer (not by consignor if the consignor and manufacturer/producer are different) including Critical Control Points (CCPs), wherever applicable.

4. Detailed Chemical and Microbiological data sheet including Certificate of Analysis (CoA) of the products:

(i) Certificate of Analysis must contain the 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/ Brand Name (where applicable) /Scientific Name].

(ii) The test report needs to be issued by the lab. owned by a manufacturing unit or a certified lab. of exporting country or NABL lab. The latest available Certificate of Analysis (CoA) corresponding to the product proposed to be imported shall be submitted

(iii) 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 products: 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 Importer	Application number and Permit number of the previous SIP issued along with Date	Importing country	Name of the products	Quantity permitted	Quantity imported	Quantity consumed	Balance quantity	Date of import	Bills of Entry*	Remarks if any

** For every utilized SIP, the copy of Bill of Entry (BoE) shall be submitted*

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 aquatics species and other domestic animal species like sheep, goat, pig, bovine (only milk, not beef), poultry.
- 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, Valid HACCP Certification wherein the proposed fish product (s) processed issued by the competent authority, FSSAI documents, Proforma Invoice, Catch Certificate, Updated IEC (Importer-Exporter Code) Certificate, country of origin certificate, CAA Antibiotic-free input compliance (where applicable) and any other documents, if applicable.

Further, in the case of first-time imports, any product containing probiotics, fish-derived fertilizers, fish hydrolysates, or other novel or high-risk biological products intended for aquaculture use shall be referred to the Department of Fisheries for technical examination and consideration before submission of the Sanitary Import Permit (SIP) application on the National Single Window System (NSWS) portal.

The issues with the approval of competent authority.

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Distribution:

- All stakeholders.

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