

Government of Pakistan
Ministry of National Food Security & Research
Department of Plant Protection, Malir Halt, Jinnah Avenue, Karachi

GOVERNMENT PROCEDURES – EASE OF DOING SERVICES

(Part-2-Pesticides Registration)

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Ministry of National Food Security and Research
Department Of Plant Protection

1. Introduction:

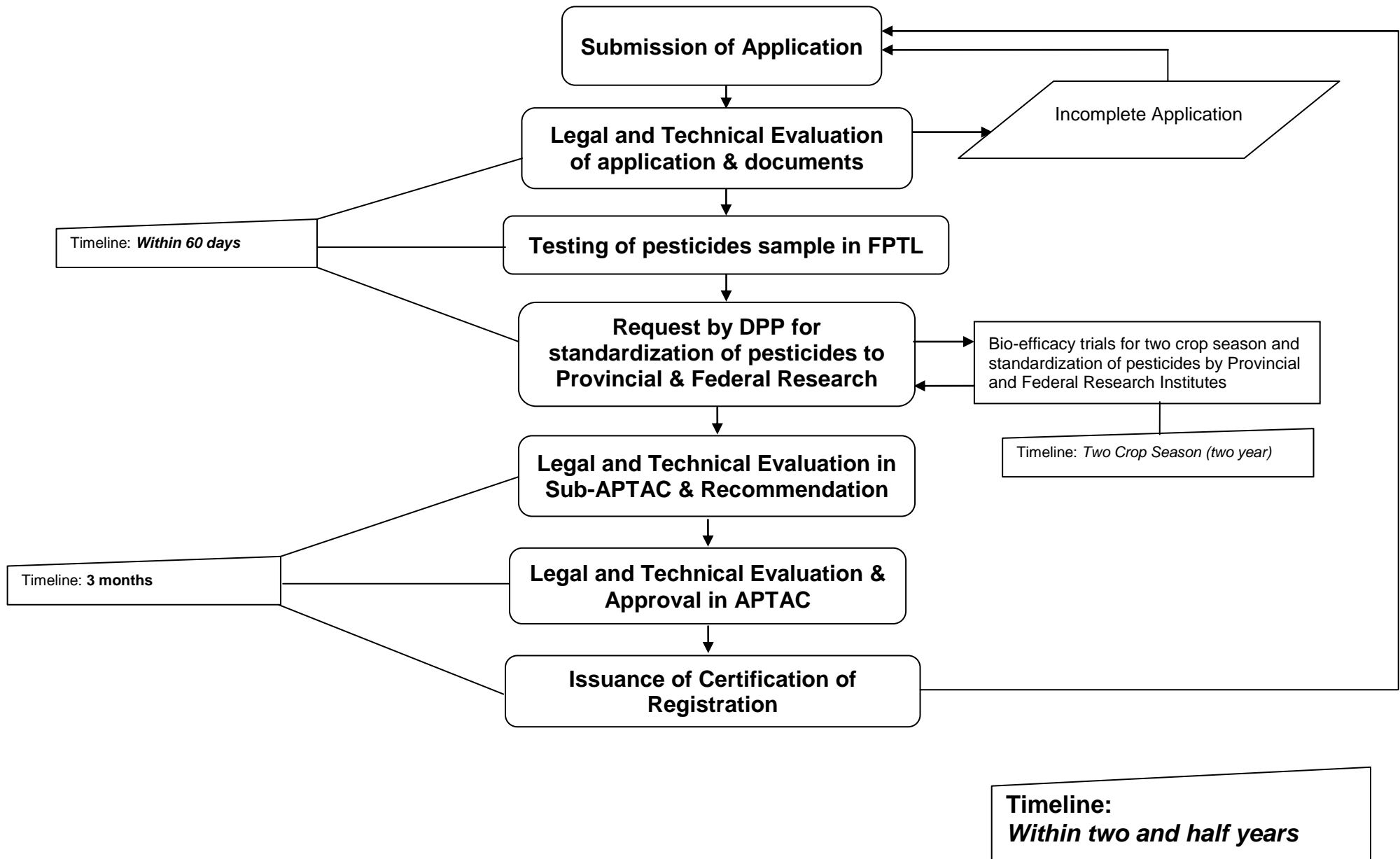
- 1) Pakistan Agricultural Pesticides Ordinance 1971 and Pakistan Agricultural Pesticides Rules 1973 were enacted by the Government to regulate the import, manufacturer, formulation, sale, distribution and use of Pesticides for eradicating and preventing augmentation and spread of indigenous and exotic pests and diseases which could be destructive to field crops, horticulture, floriculture and forests.
- 2) The Department of Plant Protection, (herein after referred as DPP) is an attached Department of Ministry of National Food Security and Research. This Department is responsible to import, manufacturer, formulation of Pesticides in Pakistan besides quarantine functions whereas, function to regulate inspection, testing, distribution, use, sale and storage has been shifted to the Provincial Agriculture Departments after 18th Constitutional Amendment.

2. Services Catered by DPP

The DPP provides following services to its clients (importers, manufacturer, formulators, re-packers/ re-fillers of registered Pesticides).

1. Certificate of Registration (Import Permit) for import of permitted pesticides under Form-1.
2. Certificate of Registration (Import Permit) for import of notified pesticides under Form-16.
3. Certificate of Registration (Import Permit) for import of New Chemistry Pesticides under Form-17.
4. Certificate of Registration to Manufacturing / Formulation / Re-filling Plants for manufacturing/ Formulation / Re-filling Plants of permitted pesticides.
5. Reference laboratory for pesticides testing and analytical standards.

FLOW CHART
Procedure for Certification of Registration for import of Pesticides under Form-1



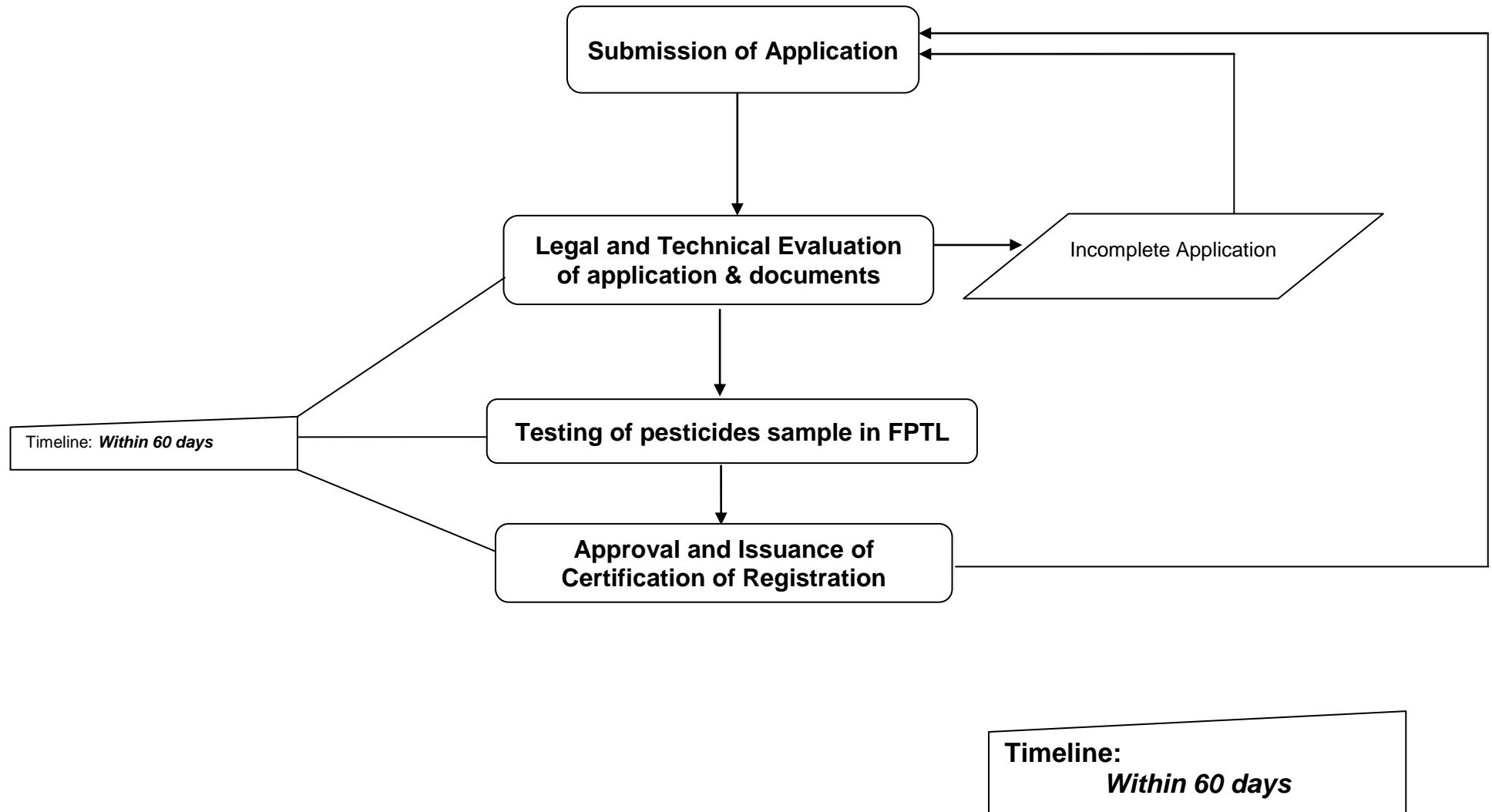
PROCEDURES FOR CERTIFICATION OF REGISTRATION FOR IMPORT OF PERMITTED PESTICIDES UNDER FORM-1

Sr. No.	NATURE OF CERTIFICATE	DOCUMENTS REQUIRED	STEPS OF OFFICIAL PROCEDURE	TIMELINE	REMARKS
1	Certificate of Registration under Form-1	Application on Form-1 duly filled, signed and stamped by the executive of the firm.	Submission of Application.	60 days	Incomplete applications are liable to be returned with re-submission after supply of complete documents and information.
2		Original Letter of Authorization (LOA) from the Manufacturer with name & designation of the signing person having seal, signature, telephone, fax and email address.	Legal and technical evaluation of Application and documents		Certificate of Registration is required under Section 4 of Agricultural Pesticides Ordinance 1971 for import, manufacturer, formulation, re-packing, distribution, sale, advertise of permitted pesticides under Form-1
3		Recipe and specification of formulated product analyzed by internationally accredited lab/GLP certified lab. along with proof of accreditation.	Testing of sample in Federal Pesticides Testing and reference Lab, DPP for verification of information specified in application.		
4		composition and specification of technical grade material in accordance with composition and specification registered with registration authority in the country of origin	Request to more than two Provincial and Federal Research Institutes to carryout bio-efficacy trials for two crop seasons and standardize the product.		
5		Toxicological, Eco-toxicological & stability data of Technical grade material (TC) from international accredited lab/GLP certified lab. along with proof of accreditation.	Bio-efficacy trials and standardization of product by the two Provincial and Federal Research Institutes.	More than two years	

6		Toxicological study data of Formulated product from international accredited lab/GLP certified lab. along with proof of accreditation.	Legal and technical evaluation of the product in notified Sub-Agricultural Pesticides Technical Advisory Committee (sub-APTAC) for recommendation of registration or rejection.		
7		MRL data & PHI period from international accredited lab/GLP certified lab. alongwith proof of accreditation.	Legal and technical evaluation of the product in notified Agricultural Pesticides Technical Advisory Committee (APTAC) for approval of certificate of registration or rejection of registration.		
8		Original Copy of paid challan for Rs. 40,000/- as registration fee.	Issuance of Certificate of Registration on Fom-2		
9		Original copy of paid challan for Rs. 10,000/- as analysis fee of formulated product			
10		Original copy of paid challan for Rs. 10,000/- as fee of technical grade material			
11		Valid registration certificate of the formulated product in the country of manufacture.			
12		Valid registration certificate of the technical grade material of pesticide in the country of manufacture.			
13		Sealed sample of formulated product and TC, submitted in the Federal Pesticides Testing &Reference Laboratory (FPT&RL) directly from the manufacturer along with proof of shipping documents.			
14		Draft label of the product			
15		Trial schedule of the product with crop pest/weeds/diseases & dosage on desired crops and in the desired area.			

16		Certificate of Storage facilities on judicial stamp paper with solid documentary proof e.g., ownership deed, rental agreement.			
17		Copy of valid distribution certificate or contractual agreement with the registered distributor.			
18		Copy of NTN certificate			
19		Copy of registration of firm / partnership deed / Article of Association.			
20		Proof of registration of trade name issued by IPO.			
21		A copy of registration of formulation plant / registered valid contractual agreement signed by executives of both the firms with name and designation.			

FLOW CHART
Procedure for Import Permission (Registration) for import of Pesticides under Form-16



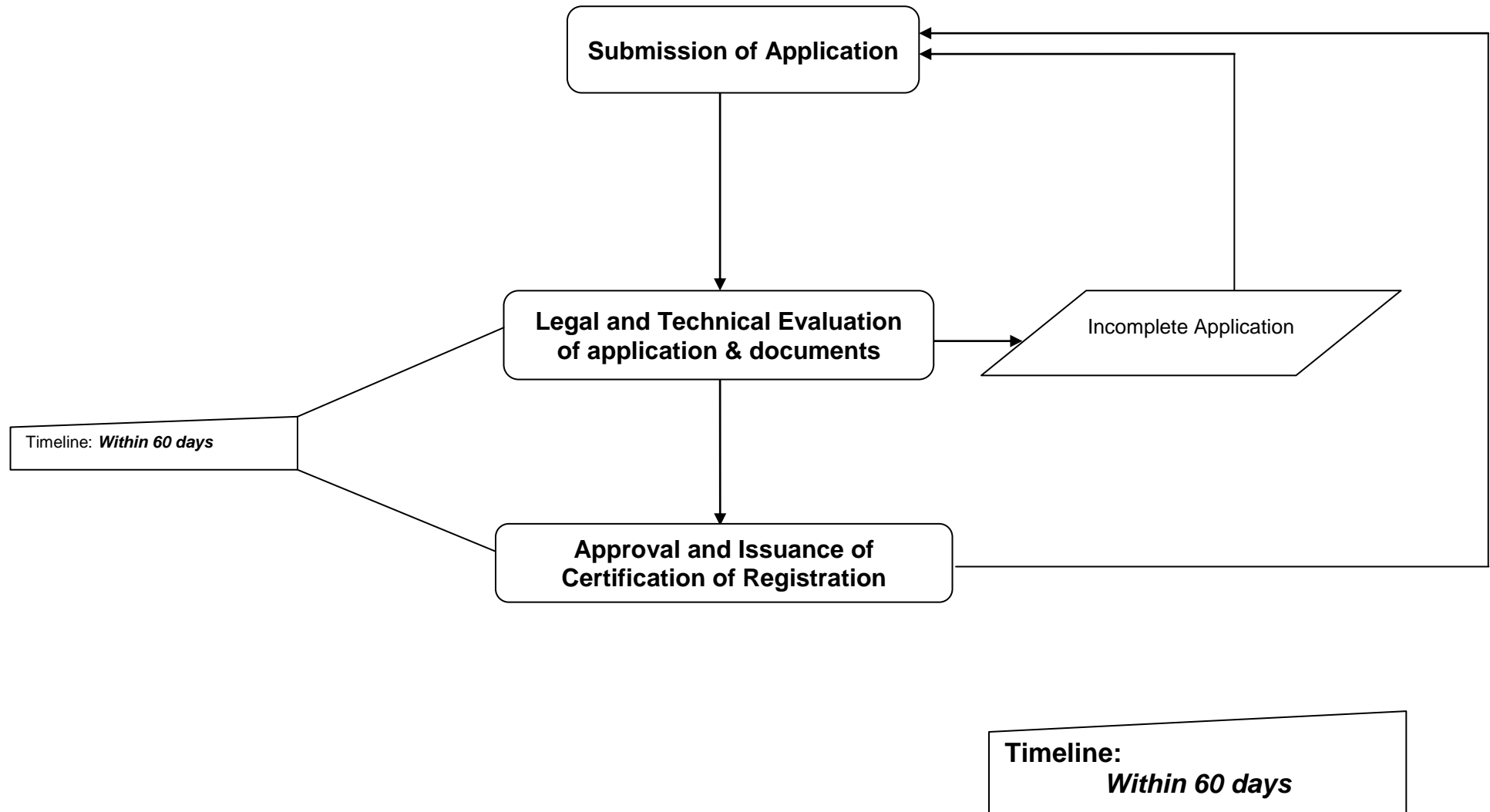
PROCEDURE FOR IMPORT PERMISSION FOR IMPORT OF NOTIFIED PESTICIDES UNDER FORM-16

Sr. No.	NATURE OF CERTIFICATE	DOCUMENTS REQUIRED	STEPS OF OFFICIAL PROCEDURE	TIMELINE	REMARKS
1	Import Permission Certificate of pesticides under Form-16.	Application on Form-16 duly filled, signed and stamped by the applicant.	Submission of Application	60 days	Incomplete applications are liable to be returned with re-submission after supply of complete documents and information.
2		Letter of Authorization (LOA) of manufacturer (in original) with name & designation of the signing person, seal & signature, telephone, fax & email address.	Legal and Technical evaluation of Application and approval		Certificate of Registration is required under Section 4 of Agricultural Pesticides Ordinance 1971 Read with Rule 9 A (5) of APR 1973 for import of permitted pesticides under Form-16.
3		100% break up / recipe and specification of formulated product analyzed by internationally accredited lab/ GLP certified lab. along with proof of accreditation.	Testing of sample in Federal Pesticides Testing and reference Lab, DPP for verification of information specified in application.		
4		100% break up / composition and specifications of technical grade material provided by the manufacturer, in accordance with composition and specifications registered with registration authority in the country of origin.	Approval and issuance of Import Permission (Certificate of Registration)		
5		Toxicological, MRL data & PHI period from international accredited lab /GLP certified lab. along with proof of accreditation.			

6		Original Copy of paid challan for Rs. 40,000/- as registration fee.			
7		Original Copy of paid challan for Rs. 10,000/- as analysis fee of formulated product.			
8		Original Copy of paid challan for Rs. 10,000/- as analysis fee of technical grade material.			
9		Proof of manufacturing having valid registration certificate of the formulated product in the country of manufacture.			
10		Valid registration certificate of the technical grade material of pesticide in the country of manufacture.			
11		Sealed sample should be submitted in the FPT&RL directly from the manufacturer along with proof of shipping documents.			
12		Draft label of the product bearing all information required under rule 14 / SRO 21(1)/2004.			
13		Certificate of storage facilities on judicial stamp paper with solid documentary proof e.g., ownership deed, rental agreement.			
14		Undertaking on judicial stamp paper according to Rule 9A(c).			
15		Copy of valid distribution certificate or contractual agreement with the registered distributor.			
16		Copy of NTN certificate.			
17		Copy of registration of firm / partnership deed / Article of Association.			

18		A copy of registration of formulation plant / valid registered contractual agreement signed by executives of both the firms with name and designation.			
19		All the documents with Serial No. 2-5, 9, 10 duly verified by CCPIT China or Pakistan Embassy in the country of origin.			

FLOW CHART
Procedure for Import Permission (Registration) for Import of Branded Pesticides under Form-17



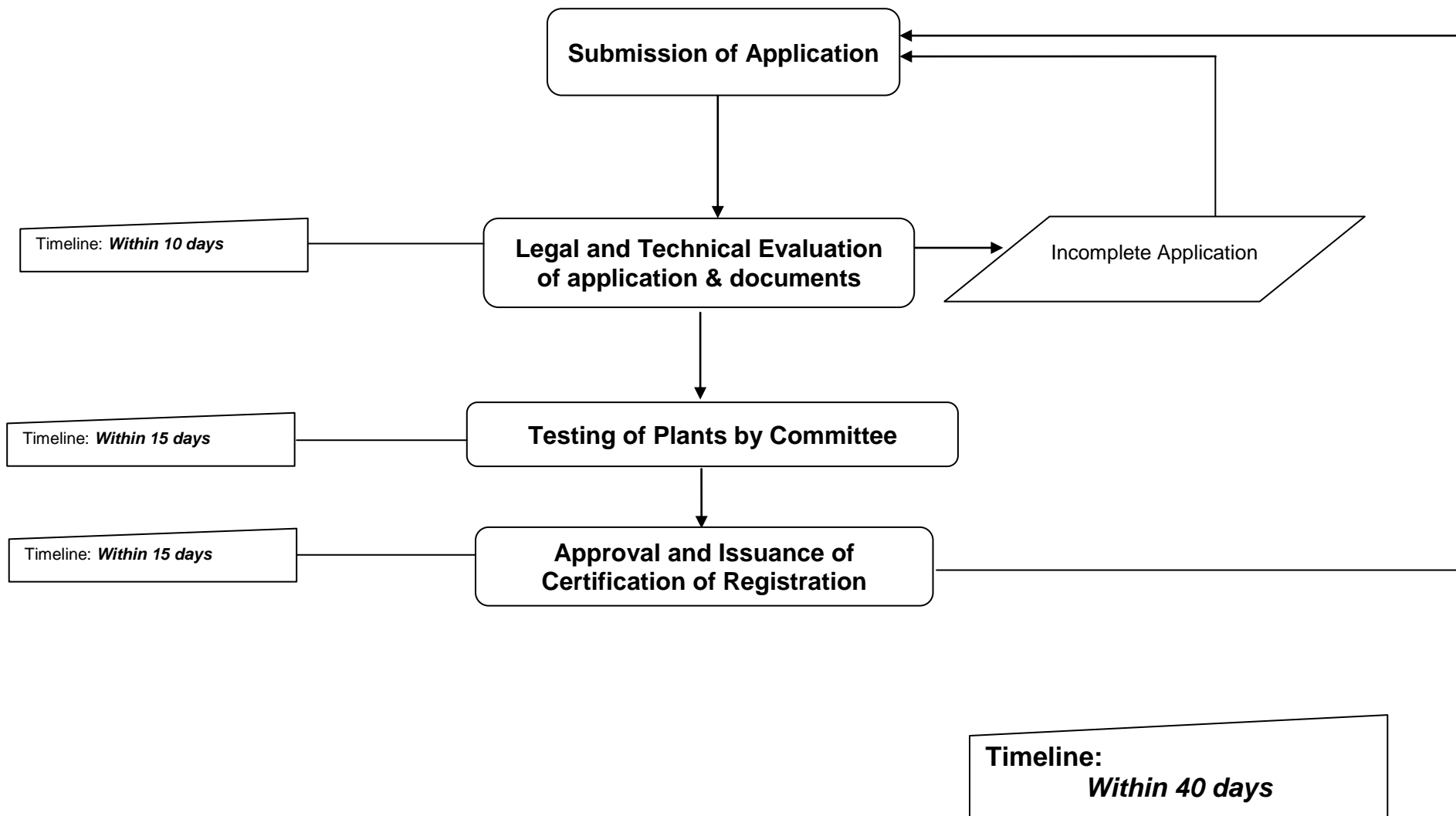
PROCEDURE FOR IMPORT PERMISSION FOR IMPORT OF BRANDED PESTICIDES UNDER FORM-17

Sr. No.	NATURE OF CERTIFICATE	DOCUMENTS REQUIRED	STEPS OF OFFICIAL PROCEDURE	TIMELINE	REMARKS
1	Import Permission Certificate of branded Pesticides under Form-17	Application on Form-17 duly filled and signed by Applicant. (<i>Appendix-A</i>)	Submission of Application.	60 days	<ul style="list-style-type: none"> ○ Incomplete applications are liable to be returned with re-submission after supply of complete documents and information. ○ Certificate of Registration is required under Section 4 of Agricultural Pesticides Ordinance 1971 read with under Section 4 of APO 1971 read with Rule 9 A (5) (j) of APR 1973 for import of branded pesticides under Form-17.
2		Letter of authorization (LOA) of Manufacturer (in original) with name & designation of signing person, seal & signature, telephone, fax & email address.	Legal and technical evaluation of Application and documents.		
3		Documentary proof of formulated product under trade name registration in the country of manufacturer.	Approval and issuance of Import Permission Certificate		
4		Registration of technical grade material in the country of manufacturer.			
5		Documentary proof of use of pesticides in OECD countries, China or India.			
6		Documentary proof of extensive use against pests of crop in the country of origin, OECD countries, China or India.			
7		100% break up / recipe and specifications of formulated product provided by the manufacturer, in accordance with composition and specifications registered with registration authority in its country and analyzed by internationally accredited			

		lab. along with proof of accreditation.			
8		100% break up / composition and specification of technical grade material provided by the manufacturer, in accordance with composition and specifications registered with registration authority in the country of origin.			
9		Toxicological study data by international accredited/ GLP lab. along with proof of accreditation.			
10		MRL data & PHI period by international accredited/ GLP lab. along with proof of accreditation.			
11		Original Copy of paid challan for Rs.40,000/- as registration fee.			
12		Draft label of the product			
13		Certificate of storage facilities on judicial stamp paper with solid documentary proof e.g. ownership deed, rental agreement.			
14		Undertaking on judicial stamp paper according to Rule 9A(c).			
15		Copy of valid distribution certificate or contractual agreement with the registered distributor.			
16		Copy of NTN certificate.			
17		Copy of registration of firm / partnership deed / Article of Association.			
18		A copy of registration of formulation plant / valid registered contractual agreement signed by executives of both the firms with name and designation.			

19		Proof of registration of trade name from Trade Mark Registry in the country of origin.			
20		All the documents with Serial No.2-10 and 20 duly verified by CCPIT China or from Pakistan Embassy from the country of origin.			

FLOW CHART
Procedure for Registration of Manufacturing, Formulation, Repacking Plants of Pesticides



PROCEDURES FOR CERTIFICATION OF MANUFACTURING / FORMULATION/ RE-FILLING PLANTS OF REGISTERED PESTICIDES

Sr. No.	NATURE OF CERTIFICATE	DOCUMENTS REQUIRED	STEPS OF OFFICIAL PROCEDURE	TIMELINE	REMARKS
1	Certificate for registration of Pesticides Manufacturing, Formulation, Refilling plants.	Application duly filled in by the executive of the firm with name and designation on Form-18.	Submission of Application		Incomplete applications are liable to be returned with re-submission after supply of complete documents and information.
2		List of major processing equipment.	Legal and technical evaluation of application.	10 days	
3		List of technically qualified staff.	Inspection by the inspection committee.	15 days	
4		List of semi-skilled/non-technical staff.	Approval and issuance of Registration certificate	15 days	
5		Agreement on company letter head with hospital or doctor along with employee's health record.			
6		In-house incinerator or agreement with approved incinerator facility (Detail of obsolete pesticides incinerated).			
7		Laboratory detail/ agreement with well-established lab.			
8		List of Laboratory staff and List of Lab. Equipment.			
9		Detail of samples analyzed.			
10		Detail of warehouse and storage facilities			
11		Fee challan of RS. 500000/= in case of fresh application and of RS. 100000/= in renewal case after 5 years.			