

MANUAL- 5 (Food Safety)

The rules, regulations, instructions, manuals and records, held by the Directorate.

List of regulations, instructions, manuals and records				
S. No.	Name of the Act, Rules, Regulations etc.	Brief gist of the contents	Reference No if any	Price in case of priced publications
1.	FSS Act, 2006	Definitions, Functions of Food Safety & Standard Authority of India, General provisions as to articles of Food , Enforcement of the Act, Analysis of Food, Offences & Penalties, Adjudication and Appellate Tribunal, Powers & duties of various Authorities under FSS Act	Akalank publication	Rs.600/-
2.	FSS Rules & Regulation, 2011	Enforcement structure & procedures, Adjudication & appeal to Tribunal, Procedure for Licensing & Registration for Food Business, Packaging & Labeling Regulations, Prohibition & Restrictions on sales regulations, contaminants, toxins and residues regulations, Laboratory and sample analysis and food product standards and food additives regulations.	Akalank publication	Rs.600/-
<u>Record</u>			-	
1.	Record of lifting of sample	Details of samples lifted, As per FSS Act/Rules		Not applicable
2.	Record of report of Food Safety Officers	Inspection made, action taken and details of the sample taken. As per FSS Act/Rules	-	Not applicable
3.	Register of Samples Analyzed in Food lab.	Details of the sample Analyzed.		Not applicable
4.	Record of consent granted for Institution of cases.	Legal branch file No file no of DO/FSO name of article Food Analyst report no, with date case consent No. date of consent name of officer filing complaint and name of the court.		Not applicable
5.	Register of record of cases instituted in Court	Particulars of cases instituted.		Not applicable
6.	Record of Appeal cases sent to Higher courts and Apex	Particulars of cases in Appellate Courts.		Not applicable

court.

7.	Record of the companies/firms. who have nominated persons u/s 17(2) of FSS Act/Rule 2.5.1 of Food safety & Standards Act	Name and address Of the nominee, name and address of the unit and the company and date of acknowledgement	Not applicable
8.	Records of Applications received and reply given under Delhi Right to Information act.	Name and address of the applicant information asked and reply given.	Not applicable
9.	Record of Parliament & Vidhan Sabha Questions	Questions & their replies.	Not applicable
10.	(Records of Bills Telephone, Electricity Water & OTA	Bill amount.	Not applicable
11.	Diary & dispatch records.	Record of Letters received & sent	Not applicable
12.	Stock Registers (1) Consumable items (2) Non-consumable items	Record of Distribution of consumable items like stationary etc. Record of Distribution of non consumable items like Almirah etc.	Not applicable
13.	Class IV employees' uniforms. Records	Record of Distribution of uniforms.	Not applicable
14.	Record of Salary Bills. (PBR)	Entries of pay & allowances of all staff.	Not applicable
15.	Contingency Bills	Misc. expenditure of office.	Not applicable
16.	Plan & Budget Records.	Plans & allocation of budget.	Not applicable