

附件

推荐注册企业需提供材料清单

The list of documents for registration application

1.推荐注册企业基本信息表,填写内容见附表。

Please provide the basic information of your company to recommend the registration according to the attached form.

2.企业简介及注册产品基本情况。

Brief introduction of your company, indicate the sources of raw materials and product ingredients and basic information of registered products.

3.生产工艺流程图 (标明必要的温度、压力、时间等工艺参数--涉及商业秘密的除外)。

Producing process flow sheet (parameters of process need to be presented (such as temperature, pressure, time, etc.) , except for commercial confidential information).

4.厂区平面图及相关照片 (包括厂区全貌、厂区大门、主要设备、原料库、生产车间、包装场所、成品库、实验室、样品保存场所、档案保存场所等)。

Plant maps and related photographs of the facility (including full-length view, major gateway, critical equipments, raw materials storages, production workshops, packing sites, storages of finished products, laboratories, specimen storages, documents storages, etc.).

5.注册产品使用的原料、辅料、加工佐剂清单及来源地,动物源性原辅料注明来源动物品种。

Raw materials, auxiliary materials, inventory of processing adjuvant, and origin

for registered products. Animal source material should be noted for animal species.

6.注册产品在生产国（地区）允许生产、销售、使用的证明材料。

Documents to certify the registered products are allowed to be produced, marketing and usage in the producing country.

7. 企业主要质量管理文件, 包括但不限于: HACCP 体系文件、原料验收和合格供应商评价制度、标准卫生操作规范 (SSOP)、有害生物控制程序 (内容应包括针对中方关注的检疫性有害生物的控制措施)、产品溯源管理程序、产品检验程序等。

The main quality management documents, including but not limited to: HACCP system documents, raw material acceptance and qualified supplier evaluation system, SSOP、pest control program(should include the control measures for pests concerned to China), traceability management procedure, quality control procedure (including test procedure for GMO).

8.标签样张。

Label specimen.

9. 近 3 年企业注册产品的出口情况, 包括出口国家、产品名称及数量, 是否出现退货或其他不合格情况等。

Export information of the registered products (这里原文有了) in the past three years, including exporting country, product name, and quantity. If there is quality reject or unqualified case, please provide the brief introduction of the case.

