

(Unofficial)

**Ministerial Regulation**

**No. 1 B.E. 2522 (1979)**

**Issued pursuant to the Food Act B.E 2522 (1979)**

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By the virtue of Section 5, Section 14, Section 18, Section 21 and Section 22 of the Food Act B.E. 2522 (1979), the Minister of Public Health hereby issues a Ministerial Regulation as follows :

Clause 1 Those who intend to apply for a license of establishment of food production factory for sale, An Application Form of Orr 1 attached with the regulation shall be submitted together with documents specified in Orr 1 Form.

Clause 2 The Applicants, according to clause 1, shall attach two copies of the following documents to apply for the license:

(1) List of machineries, devices including equipments, which used for food production, type of its power (horse power) and certification shown to believe that food produced has quality or standards complied with requirements and safe to consume.

(2) Map of the factory location and buildings close to the factory.

(3) Layout of buildings in the food factory area in an appropriate proportion and display the following items:

(a) Front view, side view and floor plan and cross section of production buildings.

(b) Separate rooms, spaces or areas used for production each kind of food, raw materials, food processing area, area of machinery installed, filling, storing of processed food and other areas.; floor, wall of such shall be made of materials that are easy to clean, floor level of processing room shall be sloped to drainages for convenient in cleaning.

(c) Ducts or drainages, system and method for discharge sewages or waste water by having details of calculation, including indication of pipe dimension or drainages and directions of inside through outside factory's water flow in details; if public drainages existed nearby the production area, direction of water drained to public drainages shall also be indicated.

Clause 3 Production License is Form Orr. 2 attached with the regulation.

Clause 4 Food Production Licensees shall implement the following provisions:

(1) Shall keep area of production, filling and storage of finished products and other areas clean and sanitary and be able to prevent insect or other contaminants mixed with or made raw materials or processed food dirty, and provide sufficient light and ventilation as necessary.

(2) Provide appropriate equipments, utensils used for operation and prevent contamination of these equipments, utensils with soiled materials or dirty items; equipments and utensils used with food shall be of metal or materials which are safe for each type of food production technology.

(3) Regarding to a number of workers provide sufficient restrooms, toilets and sanitary appliances with soap for hand washing and daily keep them clean with disinfectants.

(4) Maintain devices and utensils of clause (3) including factory buildings in sound and sanitary manner regularly.

(5) Provide sufficient garbage keeping area in sanitary condition, including an appropriate method for waste disposal and smog.

(6) Water used in food production shall be clean, potable according to quality or standards of Ministry of Public Health and water used inside of production buildings shall be clean.

(7) Provide workers who work for mixing or processing of foods for clean garments and appropriate to each type of operations such as aprons, boots, gloves, hair covers.

(8) Shall prohibit worker, having lesions or disease that may spread germs into food, from operations which have to contact with food in the particular duration.

(9) Do not employ or ask any person who incompetent, insane or carriers or having of the following diseases, to work in the place indicated in the licenses.

- (a) Leprosy;
- (b) Tuberculosis at dangerous stage
- (c) Drugs addicted
- (d) Alcoholism;
- (e) Lymphatic Filariasis
- (f) Objectionable skin disease

(10) Employ workers, who work for food mixing or processing, with recommendations from medical professionals that these workers are free from above mentioned disease.

(11) Provide workers for medical examination from medical professionals at least once a year and keep their records as evidence.

(12) Prohibit or prevent any person from having any of the following objectionable manner to sanitation of food production such as smoking, spitting, in the area of production, filling or storage of processed products and raw materials.

(13) Shall protect, maintain the areas of production, filling or storage of processed products and raw material from all kinds of animals.

(14) Shall place information signs indicated as determined in (12) and (13) at visible sites in such areas.

Clause 5 Any licensee who desires to renew its license, submit Orr.3 Application form as attached with the regulation and accompanied with documents indicated in Orr 3 Form.

Renewal of Production Licensing, Licensors may either indicate in the renewal list of the former license or may issue a new license which is the same type of the former one.

Clause 6 Any licensee who desires to replace its license, submit Orr 4 application form as attached with the regulation and accompanied with documents indicated in Orr 4 Form.

Issuance of production license substitute, licensors issue the license as the same form of the former one, and wording of "Substitute" shall be indicated on the front page.

Clause 7 Any licensee who desires to move its production or holding sites, shall submit Application Form Orr. 5 as attached with the regulation and accompanied with documents indicated in Form Orr. 5.

Permission to move production or holding sites, the licensors indicate the permission on the production license or its substitute.

When applying for movement permission of food production or storage places, is enforced by clause 2 mutatis mutandis.

Clause 8 Submission of the Application according to the regulation can be done at Division of Food Control, Food and Drugs Administration Ministry of Public Health, for other provinces beside Bangkok Metropolitan, can submit at Provincial Public Health offices in that province.

Given on date 17<sup>th</sup> November B.E 2522 (1979)

Boonsom Martin

Minister of Ministry of Public Health

Remark: Reasons to issue this regulation are due to Section 14, 18, 21 and 22 of the Food Act B.E. 2522(1979) enact that application of permission of establishment of food production factory for selling, renewal of a license, application for a substitute, application of permission to move food production or holding sites as well as provisions that licensee shall comply with the principles, procedures and provisions indicated in the regulation, it deems necessary to issue this Ministerial Regulation.

Receiving No. .... Date..... (For official use only)
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**Application Form for Food Production Factory**

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Written at.....

Date .....month.....B.E.....

1. I.....Age.....years      Nationality.....

Citizen Identification No.....Issued at.....Residence Address No.....

Trok/Soi.....Thanon/Street.....Moo....Tambol/Khwang(subdistrict).....

Amphor/khet(District).....Province.....Telephone.....

2. Apply for food factory setup license on behalf of.....

(name of applicant)

By having.....whom operate activities at the food factory premise Name.....

Address No.....Trok/Soi.....Thanon/Street.....Moo...

Sub District/Kwang.....Amphor /Khet(District).....Province.....

Telephone.....and having holding premise located at.....Trok/Soi.....

Thanon/Street.....Moo.....Tambol/Khwang(subdistrict).....Amphor/khet(District).....

Province.....Telephone.....

3. To produce food.....

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4. Together with this application, I attach the following documents :

- (1) Two copies of list of machineries, devices including equipments used in food production.
- (2) Two copies of Site map of food production premises and neighboring constructions.
- (3) Two copies of Lay out of constructions inside of factory area.
- (4) Copy or Photograph of house registration.
- (5) Copy or Photograph of document of Certified Registration, Objectives, authorized person of the applicant.
- (6) Certified document specify the authorized person to do business of legal entity of the applicant.
- (7) Copy or Photograph of trade registration or Commercial registration.
- (8) Certified document of Nationality of legal entity from Ministry of Commerce.

(Signature)..... Applicant



**Food Production License**

License No.

This License given to

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By having .....who is an operator in order to indicate that this licensee get permission to set up food factory to sell in accordance with Section 14 under Food Act B.E.2522 (1979).

At the Production Site Name .....locate at No..... Trok/Soi.....Thanon/Street.....Moo....Tambol/Khwang(subdistrict)..... Amphor/khet(District).....Province.....and having holding premise locate at..... Trok/Soi.....Thanon/Street.....Moo..... Tambol/Khwang(subdistrict).....Amphor/khet(District).....Province.....

This license is valid until the date of 31<sup>st</sup> December B.E.....and granted to a particular production premise and holding premise that indicated in this license only.

Given on Date.....Month.....B.E.....

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Title.....

List of Renewals

The first renewal

This renewal license is valid until Date 31<sup>st</sup> December B.E..... (Signature)..... Title.....

Licenser

...../...../.....

The third renewal

This renewal license is valid until

The second renewal

This renewal license is valid until Date 31<sup>st</sup> December B.E..... (Signature)..... Title.....

Licenser

...../...../.....

The fourth renewal

This renewal license is valid until

Date 31<sup>st</sup> December B.E.....

(Signature).....

Title.....

Licenser

...../...../.....

Date 31<sup>st</sup> December B.E.....

(Signature).....

Title.....

Licenser

...../...../.....

Receiving No. .... Date..... (For official use only)
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**Application Form for Renewal of Food Production**

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Written at.....

Date.....month.....B.E.....

I.....Age.....years Nationality.....  
 Citizen Identification No.....Issued at.....  
 Residence Address No.....Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict)..... Amphor/khet(District).....Province.....  
 Telephone.....

Apply for renewal of food factory according to license no. ....  
 on behalf of.....Production premise name.....

(name of licensee)

Locate at No..... Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict).....Amphor/khet(District)..... Province.....  
 Telephone.....which permission has been given on date.....month.....B.E.....  
 and the expiry date on date.....month .....B.E.....

Together with this application, I attach the following documents:

- (9) A Food Production License or a substitute.
- (10) Certified document specify the authorized person to do business of legal entity of the applicant.

(Signature).....Applicant

Receiving No. .... Date..... (For official use only)
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**Application Form for a Food License Substitute**

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Written at.....

Date .....month.....B.E.....

I.....Age.....years Nationality.....  
 Citizen Identification No.....Issued at.....  
 Residence Address No.....Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict)..... Amphor/khet(District).....Province.....  
 Telephone.....

Apply for a Food License Substitute according to a license no. ....  
 on behalf of.....Production premise name.....  
 (name of licensee)

Locate at No. .... Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict).....Amphor/khet(District)..... Province.....  
 Telephone.....

Reason to apply for a Food License Substitute.....  
 .....

(Signature).....Applicant

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- Remark 1. In case of food production license lost, police report receipt of such license which given by the police station located in the area of the license lost shall be brought with.
2. In case of some part of food production license are destroyed, such license shall be attached to this form.

Receiving No. .... Date..... (For official use only)
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**Application Form for Relocation of Food Production or Food Holding Premise**

Written at.....

Date.....month.....B.E.....

I.....Age.....years Nationality.....  
 Citizen Identification No.....Issued at.....  
 Residence Address No.....Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict..... Amphor/khet(District).....Province.....  
 Telephone.....

Apply for relocation of Food Production or Food Holding Premise<sup>(1)</sup> in according to License  
 No.....on behalf of.....from Food Production or Food Holding Premise<sup>(1)</sup> name.....  
 (name of licensee)

Locate at No.....Trok/Soi.....Thanon/Street.....Moo.....  
 Tambol/Khwang(subdistrict).....Amphor/khet(District)..... Province.....  
 Telephone.....to relocate at..... Trok/Soi.....  
 Thanon/Street..... Moo..... Tambol/Khwang(subdistrict).....Amphor/khet(District).....  
 Province..... Telephone.....

Together with this application, I attach the following documents :

- (11)Two copies of list of machineries, devices including equipments used in food production.
- (12)Two copies of Site map of food production premises and neighboring constructions.
- (13)Two copies of Lay out of constructions inside of factory area.
- (14)A Food Production License or a substitute.
- (15)Certified document specify the authorized person to do business of legal entity of the applicant.

(Signature).....Applicant

<sup>(1)</sup> Remark Delete unused wordings.