

REQUIREMENTS FOR APPLICATION FOR REGISTRATION OF IMPORTED LOW RISK FOOD

Note:

- Payment of product registration fees shall be made through iRIMS system based on the system generated proforma invoice;
- Three samples of the product packaged in the final package ready for the market shall be provided at Rwanda FDA head office reception, Nyarutarama, Kigali;

Low risk foods: Fats and oils, edible ices, flours, processed fruits and fruits products, confectionaries, coffee, tea, cocoa and their products, cereals and cereals products, bakery wares, sweeteners including honey, non-alcoholic beverages, alcoholic beverages, salts and salts substitutes, vinegars.

LIST OF REQUIRED DOCUMENTS	Mandatory/Optional
Premises license issued by Rwanda FDA for the Local Technical Representative's warehouse.	Mandatory
A Notarized Power of Attorney from the manufacturer/Marketing Authorization Holder (MAH) appointing the Local Technical Representative (LTR).	Mandatory
Notarised mutual agreement when a Trademark holder is not the manufacturer.	Mandatory where applicable
Valid Manufacturing License of the manufacturer from the country of origin.	Mandatory
Valid International certificate of food safety management such as GMP, ISO, HACCP, FSSC, etc.	Mandatory
Test Reports or Certificates of Analysis that shows the critical parameters performed by any recognised laboratory, it shall include Tested Parameters, Tested Results, and Acceptable Limits as per the product applicable standard.	Mandatory



RWANDA FDA
Rwanda Food and Drugs Authority
P.O. Box 1948 Kigali
info@rwandafda.gov.rw
www.rwandafda.gov.rw

Stability Study report showing how you determined the shelf life; this must be conducted on three consecutive batches and on the declared storage temperature. The report shall have a study protocol, conditions, and results at regular intervals.	Mandatory
A Copy/ Mock-up of the current label.	Mandatory
BSE/ TSE free certificate if the raw material is from animal source And contains gelatin, magnesium stearate.	Mandatory where applicable
Any other food safety management certificates.	Optional

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