



GOVERNMENT OF INDIA

**MINISTRY OF HEALTH AND FAMILY
WELFARE**

(Department of Health)

**THE DRUGS AND COSMETICS ACT
AND RULES**

THE DRUGS AND COSMETICS ACT, 1940

(23 OF 1940)

(As amended up to the 31st December, 2016)

and

THE DRUGS AND COSMETICS RULES, 1945

(As amended up to the 31st December, 2016)

Drugs and Cosmetics Rules 1945
SCHEDULE D(II)
[See rule 21 (d) and rule 24 A]

Information required to be submitted by the manufacturer or his authorized agent with the Application Form for the registration of a bulk drug/formulation/special product for its import into India.

The format shall be properly filled in and the detailed information, secret in nature, may be furnished on a Computer Floppy

1. GENERAL

- 1.1. Name of the drug/formulation/special product, a brief description and the therapeutic class to which it belongs.
- 1.2. Regulatory status of the drug. Free Sale Certificate and/or Certificate of Pharmaceutical Products (CPP) issued by the Regulatory Authority of the country of origin. Free sale approval issued by the Regulatory Authorities of other major countries.
- 1.3. Drugs Master File (DMF) for the drug to be registered (duly notarised).
- 1.4. ¹[GMP certificate as per WHO-GMP format, or Certificate of Pharmaceutical Products (CPP), or written confirmation for active substances exported to the European Union which is equivalent to GMP certificate issued as per WHO – GMP guidelines, by the National Regulatory Authority of the country of origin or a duly notarised copy of the certificate equivalent to GMP certificate as per WHO-GMP guidelines issued by United States of America or Japan or Australia or Canada or the European Union for the purpose of marketing of the drug in their country.]
- 1.5. List of countries where marketing authorization or import permission for the said drug is granted with date (respective authorisation shall be enclosed).
- 1.6. List of countries where marketing authorisation or import permission for the said drug is cancelled/withdrawn with date.
- 1.7. List of countries where marketing authorisation or import permission for the said drug is pending since (date).
- 1.8. Domestic price of the drug in the currency followed in the country of origin.
- 1.9. List of countries where the said drug is patented.

2. CHEMICAL AND PHARMACEUTICAL INFORMATION OF DRUGS.

- 2.1. Chemical name.
Code name or number, if any.
Non-proprietary or generic name, if any.
Structure.
Physico-chemical properties.
- 2.2. Dosage form and its composition.
Qualitative and Quantitative composition in terms of the active substances(s) and excipient(s). List of active substance(s) separately from the constituent(s) of excipients.
- 2.3. Specifications of active and inactive ingredient (s) including pharmacopoeial references.
- 2.4. Source of active ingredient(s), name and address.
- 2.5. Tests for identification of the active ingredient(s),
Method of its assays and tests for impurity profile with reference standards for the impurities (Protocol to be submitted alongwith reference standards for the impurities / relative substances).
- 2.6. Outline method and flow chart of manufacture of the bulk drug or finished formulation or special product.
- 2.7. Detailed test protocol for the drug with pharmacopoeial reference or in- house specification as approved by the registration authority, in the country of origin.

2.8 Stability data including accelerated stability and real time stability analysis.

1. Subs. by G.S.R. 897 (E), dt. 21.9.2016.

- 2.9 Documentation on pack size.
- 2.10 Numerical expression on EAN bar code on the labels and cartons,
- 2.11 Safety documents on containers and closures.
- 2.12 Documentation on storage conditions.
- 2.13 Three samples of medicinal product/drug and outlet packing are to be submitted with batch certificates. Additional samples as well as reference substances with batch certificates including date of manufacture, shelf life, and storage conditions of reference substance may be required both during registration procedure and during validity of registration decision.
- 2.14 Batch test reports/certificate of five consecutive production batches in details of the medicinal product are to be submitted for every site of manufacturing premises.
- 2.15 Manner of labelling as per rule 96 of the Drugs and Cosmetics Rules 1945.
- 2.16 Package insert.
- 2.17 Details of safety handling procedure of the drug.
- 2.18 Details of PMS study report for marketing period not exceeding five years.

3. BIOLOGICAL AND BIOPHARMACEUTICAL INFORMATION OF DRUGS

- 3.1 Biological control tests applied on the starting material, if applicable.
- 3.2 Biological control tests applied on the intermediate products, if applicable.
- 3.3 Biological control tests applied on the finished medical products, if applicable.
- 3.4 Stability of the finished products in terms of biological potency of the drug, if applicable.
- 3.5 Sterility tests, if applicable, specification and protocol therein.
- 3.6 Pyrogen tests, if applicable, specification and protocol therein.
- 3.7 Acute and sub-acute toxicity tests, if applicable specification and protocol therein.
- 3.8 Bio-availability studies and bio-equivalence data, if applicable.
- 3.9 Data relating to the environmental risk assessment for r-DNA products.
- 3.10 Other information relevant under the section.

4. PHARMACOLOGICAL AND TOXICOLOGICAL INFORMATION OF DRUGS.

Executive summary of the product is to be submitted mentioning the specific and general pharmacological actions of the drug and pharmacokinetic studies on absorption, metabolism, distribution and excretion. A separate note is to be given on acute and sub-acute toxicity studies and long term toxicity studies. Specific studies on reproductive toxicity, local toxicity and carcinogenic activity of the drug is to be elaborated, as far as possible.

5 CLINICAL DOCUMENTATION

A new drug as defined under rule 122-E of the Drugs and Cosmetics Rules, 1945 is required to be permitted separately by the licensing authority under rule 122-A of the said rules prior to its registration. Such a new drug requires a brief summary and clinical documentation, alongwith permission under 122-A of the said rules for its Registration Certificate.

6. LABELLING AND PACKAGING INFORMATION OF DRUGS.

- 6.1 Labels should conform as per the specifications under the Drugs and Cosmetics

Rules 1945.

- 6.2 Package insert should be in English and shall indicate the following therapeutic indications: -
Posology and method of administration.
Contra-indications.
Special warnings and special precautions for use, if any.
Interaction with other medicaments and other forms of interaction.
Pregnancy and lactation, if contra-indicated.
Effects on ability to drive and use machines, if contra-indicated.
Undesirable effects/side effects.
Antidote for overdosing.
- 6.3 Package insert should indicate the following pharmaceutical information: -
List of excipients.
Incompatibilities.
Shelf life in the medical product as packaged for sale.
Shelf life after dilution or reconstitution according to direction.
Shelf life after first opening the container.
Special precautions for storage.
Nature and specification of the container.
Instructions for use/handling.

7 SPECIFIC INFORMATION REQUIRED FOR THE SPECIAL PRODUCTS (to be supplied, separately in Annexures, as 'A', 'B' and 'C')

The information submitted above is true to the best of my knowledge and belief.

Place:

Date:

Signature of the manufacturer
¹ *[or his authorized agent]*
Seal/Stamp

- NB:**
1. Any change in the process of manufacture, method of testing, labelling, packaging, designing of the sale pack, medical literature and documentation is to be intimated to the licensing authority forthwith and permission to be obtained from him within 30 days time period.
 2. Information relating to Serial No.4 and Serial No.5 are not applicable for drugs figuring in Indian Pharmacopoeia and also for the drugs figuring in United States of Pharmacopoeia, European Pharmacopoeia, and British Pharmacopoeia provided such drugs have already been approved for marketing in India for the applicant under rules 122A, 122B, 122C or 122D of the Drugs and Cosmetics Rules 1945.

¹ Ins. by G.S.R. 35(E), dt. 20.1.2005.

ANNEXURE A
(See Schedule D-II, item No.7)

INFORMATION TO BE SUBMITTED IN SCHEDULE D-II

SPECIFIC INFORMATION REQUIRED FOR THE BLOOD PRODUCTS

A product dossier showing the:

1. Details of source Plasma, its viral screening, storage and transport from Collection Centres to Fractionation Centre. Regulatory status of Collection Centres.
2. Details of Fractionation Centre, Regulatory Status, Method of Fractionation and Control Processes.
3. Details of viral inactivation process for enveloped and non-enveloped virus(es) and viral validation studies to assess the viral load of the product. Testing of viral screening at any stage is to be highlighted with the details of the kits used with their respective sensitivity and specificity.
4. Bulk filtration prior to pharmaceutical packing giving the full details of Micro-filtration or nanofiltration followed.
5. Complete details of pharmaceutical processing and utilization.
6. Test protocol of the product showing the specifications and pharmacopoeial method followed for various testing parameters.
Specific batch test report for at least 3 batches showing the specifications of each testing parameter.
7. Pack size and labelling.
8. Product insert.
9. Specimen Batch Release Certificate issued by the National Regulatory Authority of the country of origin.

Specific processings like safe handling, material control, area control, pasteurization, stability studies, storage at quarantine stage and finished stage and packaging should be highlighted in the product dossier.

The information submitted above is true to the best of my knowledge and belief.

Place:

Date:

Signature of the manufacturer
Seal / Stamp

NB: 1. Any change in the process of manufacture, method of testing, labelling, packaging, designing of the sale pack, medical literature and documentation is to be intimated to the licensing authority forthwith and permission to be obtained from him within 30 days time period.

ANNEXURE-B

(See Schedule D-II, item No.7)

*INFORMATION TO BE SUBMITTED IN SCHEDULE D-II SPECIFIC
INFORMATION REQUIRED FOR THE DIAGNOSTIC KITS*

A Product dossier showing the :

1. The details of source antigen or antibody as the case may be and characterization of the same. Process control of coating of antigen or antibody on the base material like Nitrocellulose paper, strips or cards or ELISA wells etc.

Detailed composition of the kit and manufacturing flow chart process of the kit showing the specific flow diagram of individual components or source of the individual components.

2. Test protocol of the kit showing the specifications and method of testing. In house evaluation report of sensitivity, specificity and stability studies carried out by the manufacturer.
3. The report of evaluation in details conducted by the National Control Authority of country of origin.

Specimen batch test report for at least consecutive 3 batches showing specification of each testing parameter.

4. The detailed test report of all the components used/packed in the finished kit.
5. Pack size and labelling.
6. Product insert.

Specific evaluation report, if done by any laboratory in India, showing the sensitivity and specificity of the kit.

Specific processing like safe handling, material control, area control, process control, stability studies, storage at quarantine stage and finished stage, packaging should be highlighted in the product dossier.

The information submitted above is true to the best of my knowledge and belief.

Place:

Date:

*Signature of the manufacturer
Seal / Stamp*

NB: 1.Any change in the process of manufacture, method of testing, labelling, packaging, designing of the sale pack, medical literature and documentation is to be intimated to the licensing authority forthwith and permission to be obtained from him within 30 days time period.

ANNEXURE-C

(See Schedule D-II, item No.7)

INFORMATION TO BE SUBMITTED IN SCHEDULE D-II

SPECIFIC INFORMATION REQUIRED FOR VACCINES

A Product dossier showing the:

1. History, source, date of receipt, storage, identity and characterization of the seed strain.
2. Detailed flow chart of manufacturing process showing all the details of in-process control on toxicity, potency study and stability data of the final bulk and the final finished product including the storage temperature.
3. Complete details of chemical and pharmaceutical data for the product.
Composition and dosage form – method of manufacture with detailed flow chart – control of starting material – control tests on intermediate and finished products – certificate of analysis of finished products – validation of critical manufacturing steps.
4. Test protocol of the vaccines showing the specification and method of testing including pharmacopoeial specification.
5. Specimen batch test report for at least consecutive three batches showing the specification of each testing parameter.
6. The detailed test reports of all the components used / packed in the finished vaccine.
7. Pack-size and labelling.
8. Product insert
9. Specimen batch release certificates issued by the National Regulatory Authority of the country of origin.
10. Summary of pre-clinical and clinical data including :
 - (a) Prescribing information.
 - (b) Pharmacological and toxicological data pertaining to tests on animals
Characterisation of immuno response and safety study in human use, in specific conditions.

Specific information on source of seed strain, its characterization, inactivation, etc. and processings like safe handling, material control, area control, process control, stability studies, storage at quarantine stage and finished state, packaging should be highlighted in the product dossier.

Specimen production and quality control protocols for at least three consecutive lots showing the specifications for each quality control parameter including pharmacopoeial requirement shall be submitted for study.

The information submitted above is true to the best of my knowledge and belief.

Place:

Date:

*Signature of the manufacturer
Seal / Stamp*

- NB:**
1. Any change in the process of manufacture, method of testing, labelling, packaging, designing of the sale pack, medical literature and documentation is to be intimated to the licensing authority forthwith and permission to be obtained from him within 30 days time period.
 2. All vaccines shall be new drugs unless certified otherwise by the licensing authority approved under rule 21 of the Drugs and Cosmetic Rules, 1945. A copy of approval of the vaccine issued by the said licensing authority is to be enclosed, prior to issue of Registration Certificate of the said vaccines.

¹[SCHEDULE D (III)

(See rule 129 A)

INFORMATION AND UNDERTAKING REQUIRED TO BE SUBMITTED BY THE MANUFACTURER OR HIS AUTHORISED IMPORTER/DISTRIBUTOR/AGENT WITH THE APPLICATION FORM FOR A REGISTRATION CERTIFICATE.

(The format shall be properly filled in for each application in form 42)

1. PARTICULARS OF THE MANUFACTURER AND MANUFACTURING PREMISES.-

- (a) Name and address of the manufacturer and manufacturing premises to be registered along with telephone numbers, Fax numbers and e-mail address.
- (b) Name(s) and address of the Partners/Directors.
- (c) Name and address of the authorised importer/distributor/agent in India, responsible for the business of the manufacturer.
- (d) A brief profile of the manufacturer's business activity, in domestic as well as global market.

2. PARTICULARS OF THE COSMETICS TO BE REGISTERED UNDER REGISTRATION CERTIFICATE.-

- (a) Names of cosmetics along with their brands name, category, pack sizes and variants to be registered and meant for import into and use in India.
- (b) Particulars of the manufacturing licenses/registration/marketing authorizations (if any) under which the cosmetics are being manufactured in the country of origin along with the copy of the licenses/marketing authorization/registration issued by the Regulatory Authority of that country.
- (c) List of countries where marketing authorization or import permission for the said cosmetic has been granted.

3. CHEMICAL INFORMATION OF COSMETICS.-

- (a) Name(s) of ingredients in the nomenclature of standard references, along with percentages contained in the cosmetic.
- (b) Specification and testing method for testing of the cosmetic(s).
- (c) Manner of labelling as per Drugs and Cosmetics Rules, 1945.
- (d) Package insert (if any).

4. UNDERTAKING TO DECLARE THAT.-

- (a) We shall comply with all the conditions imposed on the Registration Certificate for the import of cosmetics as required under the provisions of Drugs and Cosmetics rules, 1945.
- (b) We declare that we are carrying on the manufacture of the cosmetics mentioned in this Schedule, at the premises specified above, and we shall from time to time report any change of premises on which manufacture will be carried on and in cases where manufacture is carried on in more than one factory any change in the distribution of functions between the factories.
- (c) We shall comply with the provisions of Part XIII of the Drugs and Cosmetics Rules, 1945.
- (d) Every cosmetic manufactured by us for import under the Registration Certificate into India shall conform to the specifications given in the Drugs & Cosmetics Rules, 1945 as amended from time to time.
- (e) We shall inform to the licensing authority, within 30 days in the event of any change in variants or in category or in manufacturing location or in labelling or in documentation of any of the cosmetic pertaining to the certificate to be granted to us.

1. Ins. By G.S.R. 426 (E) dated 19-05-2010, read with corrigendum G.S.R. 263(E) dated 30-05-2011, corrigendum G.S.R. dated 29-09-2011, corrigendum G.S.R. 270(E) dated 30-03-2012 and corrigendum G.S.R. 733(E), dated 29-09-2012.