

Category 2 License for Fish Feed, Ingredients, and Aqua Inputs Import

Description: Obtaining a Category (2): Fish Feed Import and Storage license from the District Fisheries Office allows an importer for the legal importation of fish, fish feed, fish feed ingredients and aqua inputs.

Legal Basis of the Certificate: Fish Feed and Animal Feed Act, 2010; Fish Feed Rules, 2011

Responsible Agency: District Fisheries Office

Applicability: Anyone who wants to export from Bangladesh

Time of Submission: Before export

Method of Submission: Manual

Fee:

License fee BDT 10,000

Renewal Fee- BDT 5,000

Application fee BDT 6,000

VAT- 15 %

Processing Time: 10 days

Validity: 1 year

Steps to get Category-2 License

Step 1: Writes an Application in Company's Letter Head pad addressing District Fisheries Officer (DFO), in case of District Fisheries Office

Step 2: DFO initials the Application and Section docket the Application.

Step 3: Applicant then Apply in the Prescribed Form- under the following category Category (2): Fish Feed Import and Storage

Step 4: Gathers the required documents and attaches them with Application

Step 5: Submits the Application to the Aquaculture Department/District Fisheries Office

Step 6: District Fisheries Officer (DFO) receives the Application and assesses it

Step 7: District Fisheries Officer (DFO) sends the Application to the Concerned Fisheries Officer

Step 8: Concerned Fisheries Officer verifies the Application and documents

Step 9: Concerned Fisheries Officer conducts the inspection on importer's warehouse to check if it

complies with required criteria:

- Proper equipment for weighing, measuring and packaging
- Capacity to follow proper Standard measures and appropriate storage and quality control procedures should be in place.
- Infrastructural facilities of the factory/warehouse (house, communication status, water. Electricity, gas sewerage facilities
- Proper warehouse storage capacity for fish feed

Step 10: Concerned Fisheries Officer submits reports to DFO after inspection; if ok, conducts necessary formalities and informs applicant to submit samples and fees

Step 11: Applicant deposits License fees and Testing fees to desired Code 1-1133-0040-0311

mentioning that sample will be submitted once it reaches him/her

Step 12: If ok, concerned section prepares the License/Certificate and District Fisheries Officer issues the License.

Step 13: Applicant gets the License

Required Documents

- Import Export Registration Certificate (IERC)
- Application on prescribed form
- Vat registration Certificate
- Updated Tax Certificate
- Updated Trade License
- BSTI certificate of product
- One Copy Photo, One Copy NID and TIN of Applicant
- Application Fee Challan (Code 1-4431-0000-1854)
- License Fee Challan (Code 1-1133-0040-0311)

Contact for Further Information

Department of Fisheries