

Grant of MOA:

- i) Application form in Form A-1(in duplicate) (informing complete address of manufacturing unit).
- ii) Requisite fee (Rs. 2250/-).
- iii) Inspection report by the concerned DDAFW in case manufacturing unit is located in the state.
- iv) Power of Attorney /Resolution to appoint responsible person u/c 24 of FCO, 1985 and to sign. and submit the documents (one of the Directors by Resolution/one of the partner-nominated by all partners/or proprietor himself.
- v) Affidavit of the responsible person under clause 24 of FCO, 1985(nominated by resolution/partners/prop. himself along with photo and residential proof).
- vi) Source of Supply ('O' form)
 - a. For Self Manufacturing : Attested copy of SSI/DIC/Udyog Aadhaar
 - b. For impor: Bill of lading, Source of origin, Invoice, analysis report.
- vii) Affidavit u/c 9 regarding No conviction under FCO, 1985 or any other order made thereunder
- viii) Quality Performance. Report for the last two years and Form A2 of the concerned State (For units located outside Haryana)
- ix) DDA's inspection report along with the Date of visit and certified photograph of the premises alongwith the photograph of the proprietor wherever applicable / photograph of the representative of applicant firm along with the premises address .(Site map / Rent agreement/Ownership proof)