**Check List for Industry Registration**

|  |  |  |
| --- | --- | --- |
|  |  |  **Yes/ No** |
|  | Certificate of Business Registration |  |
|  | Certificate of Board of Directors Registration |  |
|  | NIC or Passport copies of all Board of Directors |  |
|  | Land related documents of Factories |  |
|  | Environmental Protection License |  |
|  | EPF/ETF Certificate |  |
|  | List of Machineries |  |
|  | Product Process Flow Chart |  |
|  | Financial Report/ Statement |  |
|  | Organizational Structure |  |
|  | **Some industries need to submit following documents (if applicable)** |
| **Product Manufactured** | **Institution Where Certificate should be obtained** | **Yes/ No** |
| Tea | Sri Lanka Tea Board |  |
| Coconut and coconut base products | Coconut Development Authority |  |
| Junk (Crude oil, used oil) | Marine Environment Protection AuthoritySri Lanka CustomsMinistry of Power & Energy |  |
| Medicine | National Dangerous Drugs Control Board |  |
| Tobacco Products | National Dangerous Drugs Control BoardDepartment of Analyst |  |
| Gem related productsJewel | National Gem & Jewllery Authority |  |
| Colognes, Sanitizers | Exercise DepartmentNational Medicine Regulatory Authority |  |
| Alcoholic based products | Exercise Department |  |
| Live Fish, Edible Fish | Department of Fisheries |  |
| Air rifle, Body Armour | Ministry of Defense |  |
| Exporters | Export Development Board |  |