**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 Authority  Sri Lanka Customs  Ministry of Power & Energy |  | |
| Medicine | | | National Dangerous Drugs Control Board |  | |
| Tobacco Products | | | National Dangerous Drugs Control Board  Department of Analyst |  | |
| Gem related products  Jewel | | | National Gem & Jewllery Authority |  | |
| Colognes, Sanitizers | | | Exercise Department  National 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 |  | |