

রেজিস্টার্ড নং ডি এ-১

বাংলাদেশ



গেজেট

অতিরিক্ত সংখ্যা
কর্তৃপক্ষ কর্তৃক প্রকাশিত

বৃহস্পতিবার, ফেব্রুয়ারি ১৯, ২০২৬

[বেসরকারি ব্যক্তি এবং কর্পোরেশন কর্তৃক অর্থের বিনিময়ে জারীকৃত বিজ্ঞাপন ও নোটিশসমূহ ।]

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
লেজিসলেটিভ ও সংসদ বিষয়ক বিভাগ
মুদ্রণ ও প্রকাশনা শাখা

প্রজ্ঞাপন

তারিখ: ২৬ কার্তিক ১৪৩২ বঙ্গাব্দ/ ১১ নভেম্বর ২০২৫ খ্রিষ্টাব্দ

এস. আর. ও. নং ৪৪৭-আইন(অনুবাদ)/২০২৫।—সরকারি কার্যবিধিমালা, ১৯৯৬ এর প্রথম তফসিল (বিভিন্ন মন্ত্রণালয় এবং বিভাগের মধ্যে কার্যবণ্টন) এর আইটেম ২৯ (খ) এর ক্রমিক ৫ ও ৮ এবং মন্ত্রিপরিষদ বিভাগের বিগত ০৩-০৭-২০০০ ইং তারিখের সভায় গৃহীত সিদ্ধান্ত বাস্তবায়নের নিমিত্ত “বাংলাদেশ স্ট্যান্ডার্ডস এন্ড টেস্টিং ইনস্টিটিউশন প্রবিধানমালা, ২০২২” (এস. আর. ও নং ২৭৯-আইন/২০২২, তারিখ: ০২ ভাদ্র ১৪২৯ বঙ্গাব্দ/ ১৭ আগস্ট ২০২২ খ্রিষ্টাব্দ) এর ইংরেজি অনুবাদ সর্বসাধারণের জ্ঞাতার্থে প্রকাশ করা হলো।

মোহাম্মদ দেলোয়ার হোসেন
সিনিয়র সহকারী সচিব (মুদ্রণ ও প্রকাশনা)।

(১৩১৬১)
মূল্য : টাকা ৩০.০০

(* Authorised English Text of the Regulations)

Government of the People's Republic of Bangladesh
Bangladesh Standards and Testing Institution
Ministry of Industries

Notification

Date: 02 Bhadra, 1429 B.S/17 August, 2022 A.D

S.R.O. No. 279-Law/2022.—In exercise of the powers conferred by section 50 of the Bangladesh Standards and Testing Institution Act, 2018 (Act No. 67 of 2018), with the prior approval of the Government, the Bangladesh Standards and Testing Institution is pleased to make the following regulations, namely:—

1. **Short title and commencement.**—(1) These regulations may be called the Bangladesh Standards and Testing Institution Regulations, 2022.

(2) It shall come into force at once.

2. **Definitions.**—(a) In these regulations, unless there is anything repugnant in the subject or context,—

- (1) “**Act**” means the Bangladesh Standards and Testing Institution Act, 2018 (Act No. 67 of 2018);
- (2) “**Institution**” means the Bangladesh Standards and Testing Institution (BSTI) defined in clause (1) of section 2 of the Act;
- (3) “**Schedule**” means any Schedule of these regulations;
- (4) “**product**” means any article which are bought or sold and manufactured or, fully or partially, processed or imported or used in the production of other article, and shall also include agricultural products, food products, poultry and fish feed, cosmetic products, chemicals, electrical and electronics, jute and textiles, engineering and other visible or invisible products;
- (5) “**Council**” means the Council of the Bangladesh Standards and Testing Institution;
- (6) “**Form**” means any form of these regulations;
- (7) “**Divisional Committee**” means any Divisional Committee mentioned in regulation 5;

- (8) “**Director General**” means the Director General of the Bangladesh Standards and Testing Institution;
- (9) “**machine-readable code or similar security code**” means the mark or code provided to ensure the security of the Standard Mark or Halal Mark and prevent unauthorized use thereof;
- (10) “**licence**” means the licence granted for the use of the Standard Mark;
- (11) “**Standard Mark**” means the certification mark of the Institution as mentioned in regulation 7;
- (12) “**halal**” means products, articles, cosmetics, pharmaceuticals and other processes, methods or services which are permissible under Islamic Shariah;
- (13) “**halal audit**” means the halal audit mentioned in regulation 15;
- (14) “**halal audit team**” means the halal audit team constituted under sub-regulation (1) of regulation 15;
- (15) “**Halal Mark**” means the Halal Certification Mark mentioned in sub-regulation (1) of regulation 12;
- (16) “**Halal Certificate**” means the Halal Certificate issued by the Institution under sub-regulation (2) of regulation 16; and
- (17) “**Halal Certification Committee**” means the Halal Certification Committee constituted under regulation 14.

(b) The words and expressions used in these regulations but not defined shall have the same meaning as they are used in the Act.

3. **Procedure of council meetings.**—(1) A notice of the council meeting shall be issued to each member of the Council at least 14 (fourteen) days prior to the scheduled date of the meeting, but in case of emergency, a meeting may be called by issuing a notice before 7 (seven) days of the meeting.

(2) If a quorum of a meeting is not constituted within 30 (thirty) minutes of the scheduled time for the meeting, the meeting shall stand adjourned until the next day at the same time and place, and the meeting may be held even if the quorum of such adjourned meeting is not formed.

(3) If an urgent decision is required on a policy matter, the matter may be circulated for opinion of the members with the approval of the Chairman of the Council and if the majority of the members agree, it shall be deemed to be a decision of the Council, but such a decision shall have to be approved in the next meeting of the Council.

4. Formation of Wings, etc.—(1) The Institution may form such number of wings as may be necessary for the efficient performance of its functions.

(2) Without prejudice to the generality of sub-regulation (1), the Institution shall have the following Wings, namely:—

- (a) Standards Wing;
- (b) Physical Testing Wing;
- (c) Chemical Testing Wing;
- (d) Metrology Wing;
- (e) Certification Marks Wing;
- (f) Management Systems Certification Wing; and
- (g) Administration Wing.

(3) The Wings shall perform such functions as may be assigned to them by the Council.

5. Divisional Committees.—(1) For the purpose of specifying the Bangladesh Standard, the Institution shall have the following Divisional Committees, namely:—

- (a) Agricultural and Food Divisional Committee;
- (b) Chemical Divisional Committee;
- (c) Jute and Textile Divisional Committee;
- (d) Electrical and Electronics Divisional Committee;
- (e) Civil Engineering Divisional Committee; and
- (f) Mechanical Engineering Divisional Committee.

(2) The number of members, responsibilities and functions of the Divisional Committees shall be determined by the Council.

(3) The members of each Divisional Committee shall elect a Chairman and a Vice-Chairman from among themselves.

(4) Each Divisional Committee shall determine the procedure of its meetings.

(5) The Institution shall perform the secretarial functions of Divisional Committees.

6. Bangladesh Standard (BDS) Specification.—(1) The Institution may, in consultation with the concerned Divisional Committee, specify the Bangladesh Standard (BDS) Specification for any product, article, process, usage, method, service or testing method.

(2) The Institution may specify Bangladesh Standards for any product, articles, process, usage, method, service or testing method, generally taking into account and upon periodic review of the interests of both producers and users, or in the public interest, or on its own initiative, as the industry may require.

(3) The Institution may, on the recommendation of the committee formed for this purpose, recognize any product, articles, or process specified by any other domestic or foreign institution, with or without modification, or may directly adopt the standards specified by an international organization as Bangladesh Standards.

7. Standard Mark.—(1) The Standard Mark shall conform to the following guidelines, and it shall be called as the Bangladesh Standards and Testing Institution Certification Mark, namely:—



Height
50 mm

Width 75 mm

(2) The Standard Mark may be presented in one or more colours, but in the case of using multiple colours in the standard mark, the figure displayed in sub-regulation (1) may be used as the reference indicator.

(3) In case of photographic reduction or enlargement of the figure presented in sub-regulation (1) drawn in appropriate style, the dimensions of the height and width shall maintain a ratio of 2:3.

(4) The Standard Mark on the labeling of a product or article shall be displayed in such a manner as it may be easily visible.

(5) The Standard Mark shall, in case of its clarity, visibility, non-removability and identification, be properly applicable in accordance with the relevant Bangladesh Standards.

(6) In addition to the standard mark, a machine-readable code or similar security code shall be used in the labeling of products or article.

(7) The number and words of the Bangladesh Standards shall be displayed in Arial Font and the size shall not be less than 6 (six).

(8) In case of presenting the standard mark electronically on a product or article, it may be presented through a device with an integrated display screen instead of physical representation.

8. Application for licence to use the Standard Mark.—(1) An application to obtain a licence for using the Standard Mark shall be submitted to the Institution according to Form-1 accompanied by a fee of Taka 1 (one) thousand for each product, article or process.

(2) In addition to the documents submitted with the application, the Institution may require the applicant to furnish such information or documentary evidence as may be deemed necessary including such information related to production and if the applicant fails to submit the required information or documents, the Institution may reject the application.

(3) Each application for a licence shall be provided with an acknowledgment of receipt bearing a number.

(4) In the case of an individual, each application shall be duly signed by the applicant himself or in the case of organization by the proprietor, partner or managing director or authorized representative on behalf of the organization.

9. Grant and renewal of licence.—(1) Upon receipt of an application under regulation 8, an Inspector authorized by the Institution shall inspect whether the products, articles or processes for which the application for licence has been made, conform to the relevant Bangladesh Standards, and whether adequate facilities are available for examining such products, articles or processes.

(2) After such examination and inspection, the Inspector shall submit a report thereon to the Institution.

(3) If the results of the sample testing and inspection report collected for the licence are satisfactory, the Institution shall notify the applicant to pay the applicable licence fee as specified in Part-A and Part-B of Schedule-1, and upon receipt of such fee, the Institution shall issue the licence in accordance with Form-2.

(4) The Institution may impose such conditions on the licence as it may deem necessary.

(5) A licensee shall have to apply for renewal of licence 3 (three) months before of its expiration.

(6) If the application for renewal is not submitted within the prescribed period, the Institution may cancel the licence upon the expiration of its validity.

10. Provisions related to the issuance of multiple licences for trademarks or industrial designs.—(1) If multiple licences are issued by the Institution based on an initial application submitted to the Directorate of Patents, Designs and Trademarks concerning the trademark or industrial design of a product, or article, and if a complaint is subsequently raised by the original owner of the trademark or industrial design as recognized by such Directorate, the Institution may cancel or revoke such licence after verification based on the decision of the Directorate.

(2) The Institution may reject any application for a licence to prevent the illegal imitation or use of a well-known trademark or industrial design.

11. Suspension or cancellation of licence.—(1) If any licensee contravenes the provisions of the Act, these regulations or any condition stipulated in the licence, the Institution may suspend or cancel the licence.

(2) In case of suspension or cancellation of any licence under sub-regulation (1), the Institution shall issue a notice to the person or organization holding the licence specifying a time limit of 15 (fifteen) working days to show cause and shall provide the concerned person or organization a reasonable opportunity of being heard.

(3) If the concerned person or organization fails to response within the period specified in sub-regulation (2) or the response is not satisfactory, the Institution may suspend or cancel the licence.

(4) A suspended licence shall not be renewed until the suspension order is withdrawn.

**¹[omitted]

12. Halal Certification Mark.—²(1) The Halal Mark shall conform to the following guidelines and it shall be called as the Bangladesh Standards and Testing Institution Halal Certification Mark, namely:—



(2) In case of photographic reduction or enlargement of the Halal Mark presented in sub-regulation (1) drawn in an appropriate style, the dimensions shall be proportionate.

¹ [The Halal Certification Mark referred to in sub-regulation (4) of regulation 11 was omitted by the S.R.O. No.237-Law/2023; Dated: 16 Shrawon 1430 B.S/31 July 2023 A.D.]

² [Sub-regulation (1) of regulation 12 was substituted by the S.R.O. No.237-Law/2023; Dated: 16 Shrawon 1430 B.S/31 July 2023 A.D.]

(3) The Halal Mark shall be displayed on the labeling of the articles or product in such a way as it is easily visible.

(4) The Halal Mark shall be properly applicable in accordance with the relevant Bangladesh Standards regarding its clarity, visibility and indelibility and identification.

(5) In addition to the Halal Mark, a machine-readable code or similar security code shall be used in the labeling of articles or products.

13. Application for Halal Certificate for the purpose of using the Halal Mark.—(1) An application to obtain a Halal Certificate for the purpose of using the Halal Mark on the body or label of a processed article or product, or in relation to a process, method or service, shall be made to the Institution according to the Form-8.

(2) The application submitted under sub-regulation (1) shall be accompanied with the materials of the processed product or article, process, method or service, a description of the manufacture process of the products or articles manufactured or the services or methods or valid documents of business operation and, as the case may be, the internal inspection and testing programme of the organization and the necessary technical manual or plan.

(3) In addition to the documents submitted under sub-regulation (2), the Institution may require the applicant to provide any relevant information or documentary evidence as it may deem necessary, and if the applicant fails to furnish the required information or documents, the Institution may reject the application.

(4) Each application for the Halal Certificate shall be acknowledged with a receipt bearing a number.

(5) In the case of an individual, the application shall be duly signed by the applicant himself, or in the case of an organization, by the proprietor, partner or managing director or authorized representative of the organization.

14. Halal Certification Committee.—For carrying out the purposes of these regulations, the Institution may, by an order, with the approval of the Council, from time to time, constitute a Halal Certification Committee consisting of the officials of the Institution and representatives from concerned Ministries or Divisions and organizations and determine the terms of reference thereof.

15. **Halal audit.**—(1) The Halal Certification Committee may, by order, from time to time, constitute a Halal Audit Team consisting of the officials of the Institution and experts in relevant fields for the purpose of conducting halal audit to verify whether the processed products, articles, processes or services described in the applications and the supporting documents submitted under regulation 13 conform to the relevant international standards or Bangladesh Standards, and determine the terms of reference.

(2) The Halal Audit Team shall conduct the audit as mentioned in sub-regulation (1) and submit its report to the Halal Certification Committee through the Institution.

16. **Issuance and renewal of Halal Certificate.**—(1) The Halal Certification Committee, upon reviewing the report submitted under sub-regulation (2) of regulation 15 and the information and documents submitted with the application under regulation 13, shall provide its recommendation to the Institution to issue a Halal Certificate.

(2) If the recommendation received under sub-regulation (1) is satisfactory, the Institution shall notify the applicant to pay the Halal Certification fee as specified in Schedule-2, and upon receipt of the fee, the Institution shall issue a Halal Certificate in accordance with Form-9:

Provided that if the recommendation received under sub-regulation (1) is not satisfactory, the Institution may reject the application for a Halal Certificate.

(3) The Institution may impose such conditions on the Halal Certificate as it may deem necessary.

(4) The validity period of each Halal Certificate shall be 3 (three) years.

(5) The holder of a Halal Certificate shall apply for renewal of Halal Certificate 3 (three) months prior to its expiration.

(6) If an application for renewal is not made within the prescribed period, the Institution may cancel the Halal Certificate upon the expiry of its validity period.

17. **Suspension or Cancellation of Halal Certificates.**—(1) The Institution may suspend or cancel a Halal Certificate if the Halal Certificate holder contravenes any provision of the Act, these regulations or any condition stipulated in the Halal Certificate.

(2) In case of suspension or cancellation of any Halal Certificate under sub-regulation (1), the Institution shall issue a notice to the person or organization holding the Halal Certificate, specifying a time-limit of 15 (fifteen) working days to show cause and shall provide the concerned person or organization a reasonable opportunity of being heard.

(3) If the person or organization concerned fails to submit a response within the period specified in sub-regulation (2) or the response is not satisfactory, the Institution may suspend or cancel the Halal Certificate.

(4) The Halal Certificate shall not be renewed until the suspension order of the suspended Halal Certificate is revoked.

18. Register of licences and Halal Certificates.—(1) Separate digital databases or registers shall be maintained for licences and Halal Certificates.

(2) The digital database or register shall include all information related to the issuance or renewal or cancellation or suspension of licences or Halal Certificates, or licence or halal certificate fees, including the names of the licensees or Halal Certificate holders or the names of the organizations and contact addresses, phone numbers, etc.

19. Duplicate copy of licence or Halal Certificate.—(1) If a licence or Halal Certificate is lost or destroyed or, as the case may be, if the applicant wants to obtain a duplicate copy of the licence or Halal Certificate in English version, the concerned licensee or Halal Certificate holder shall apply in accordance with Form-7 and Form-10 respectively along with a non-refundable fee of Taka 1 (one) thousand.

20. Clearance certificate for imported products.—(1) For clearance of imported products for each consignment, an importer shall have to make an application in accordance with Form-3.

(2) If the sample collected from the imported products is satisfactory according to the relevant Bangladesh Standards, the importer shall pay the applicable fee as specified in Part-A and Part-B of Schedule-1 for obtaining clearance certificate.

(3) Subject to receipt of fees under sub-regulation (2), the Institution shall issue a clearance certificate in accordance with Form-4.

(4) If the imported products are not satisfactory in accordance with the relevant Bangladesh Standards, the Institution may reject the clearance certificate.

21. Standard specification in the absence of Bangladesh Standards for a product.—(1) If a Bangladesh Standards for a product is not available, the Institution may issue a temporary Standard Mark licence for a period of 1 (one) year, based on the standards recognized regionally or internationally or by any other country, and the Institution shall refer the matter to the relevant Standard Specification Committee for specification of a Bangladesh Standards considering such standard.

(2) If the licence issued under sub-regulation (1) is not acceptable to the Standard Specification Committee, it shall be cancelled upon the expiration of the period specified in sub-regulation (1) of these regulations.

(3) In cases where the level of a test parameter in a Bangladesh Standard for an imported product is inconsistent with the level specified in regional or international standard or recognized standard of any other country, the Institution shall refer the matter to the Standard Specification Committee, but if it is acceptable with the regional or international standard or recognized standard of any other country, clearance certificate may be issued temporarily based on the recommendation of the concerned Standard Specification Committee, and the Institution shall take necessary steps to update the existing Bangladesh Standard based on the recommendation of the Standard Specification Committee regarding the parameter level specified in such standard.

22. Application for inclusion of new brand, type, size, flavour or grade and use of Standard Mark in the context of improvement of product quality.—(1) An application shall be submitted in accordance with Form-5 for the grant or renewal of a licence, or for addition of a new brand, type, size, flavour or grade in the context of improvement of product quality and for incorporating in the original licence for using the Standard Mark.

(2) If the test results of the samples collected pursuant to the application under sub-regulation (1) are satisfactory, a licence may be granted, renewed or incorporated in the original licence, subject to receipt of the applicable fees specified in Part-A and Part-B of Schedule-1.

23. **Issuance of appointment certificates to the Inspectors.**—(1) The Institution shall issue an appointment certificate in accordance with Form-6 to every Inspector.

(2) Each Inspector shall carry the appointment certificate while on duty and shall show it to any person requiring to see it.

24. **Inspection Procedures.**—(1) The following procedures shall be followed in the case of inspection by an Inspector under the Act and these regulations, namely:—

- (a) in the case of inspection of any establishment or factory of any licensee or applicant for a licence, prior notice shall be issued to the concerned licensee or applicant subject to the approval of the appropriate authority:

Provided that an Inspector may, on grounds of public importance, conduct inspection without prior notice;

- (b) if it is necessary to collect samples of any product or articles during the inspection, such samples shall be collected in the presence of the licensee or applicant for licence or any responsible person of the establishment or factory concerned;
- (c) the Inspector shall collect the samples in accordance with the relevant Bangladesh Standards and, upon request, provide a duplicate sample to the licensee, applicant for a licence or responsible person of the establishment;
- (d) the Inspector shall collect samples of each product on a random basis and seal it with the joint signature of the licensee, the applicant for the licence or the responsible person of the concerned establishment;
- (e) the Inspector shall prepare an inspection report and obtain the signatures of the Inspector, the manufacturer or applicant and, where applicable, the Customs Officer for the imported products;
- (f) the Inspector shall examine the annual production report and the payment of licence fee for the use of the Standard Mark;
- (g) the Inspector may collect samples from warehouses or agents of the licensee, or from products or articles kept for sale in the open market; and

(h) the Inspector shall submit a detailed inspection report of his inspection to the Institution.

(2) The Institution shall conduct surveillance inspections at least 2 (two) times per year to verify the standards of each product having licence.

25. Destruction or disposal of confiscated articles.—After handing over the seized or confiscated articles to the Director General or any employee of the Institution authorized by him—

- (a) if it is possible to test the confiscated articles in accordance with the Bangladesh standards, it shall be tested and if found to be of good quality, it shall be sold, and the proceeds shall be deposited in the government treasury or such articles may be handed over to a social or national institution; and
- (b) if the articles confiscated are found to be unsatisfactory after testing in accordance with the relevant Bangladesh Standards, it shall be destroyed.

26. Procedure for closure of factory or premises.—(1) In the case of closing any factory or premises under section 38 of the Act, the authorized employee of the Institution shall prepare a seizure list detailing all products, articles and machineries in the presence of the proprietor or his representatives and witnesses, and a copy of the list shall be provided to the proprietor or his representatives.

(2) If any establishment or factory or warehouse operating without licence is sealed by the Institution, and the proprietor of such establishment or factory or warehouse make an application for unsealing and the application is deemed to be satisfactory, the Director General or an authorized employee of the Institution, with the approval of the Director General, may release the seal.

27. Repeal and savings.—(1) The Bangladesh Standards and Testing Institutions Regulations, 1989, hereinafter referred to as the “said regulations”, are hereby repealed.

(2) Notwithstanding the repeal under sub-regulation (1)—

- (a) any act done or any action taken or standard specified under the said regulations shall be deemed to have been done, taken or specified under these regulations;
- (b) any proceedings commenced under the said regulations shall continue in accordance with the provisions of these regulations.

**Form-1**

[See sub-regulation (1) of regulation 8]



**Application for Licence to use the Standard Mark
Bangladesh Standards and Testing Institution
(BSTI)**

**Ministry of Industries
Government of the People's Republic of Bangladesh**

To
The Director General
Bangladesh Standards and Testing Institution
Maan Bhaban, 116/Ka, Tejgaon Industrial Area,
Dhaka-1208.

1. I/We, (full name of the person or organization)
. hereby submit this
application for a licence to use the Standard Mark and Machine Readable Code
in products, articles or processes in consistent with the Bangladesh Standards
(BDS) issued by the Bangladesh Standards and Testing Institution (BSTI):

* (a)	Name of product or article	Relevant Bangladesh Standards or Foreign Standards
	Brand:	
	Flavour:	
	Size:	
	Type:	
	Grade:	
	Licence number and validity (if applicable):	
* (b)	Name of service or process:	

* One application may be submitted for only one of the two item specified under clauses (a) and (b).

2. Name and address of the factory
3. The production volume and export volume of the specified product, article, service or process and values are hereby declared to the best of my/our knowledge:

Year	Production	Unit	Ex-factory Price (the selling price of article manufactured or marketed by the factory or establishment, excluding any applicable value-added tax).
The preceding year			
(a) From.....to.....			
(b) From.....to.....			
(c) From.....to.....			
Current year			
From.....to.....			
Export			
Year	Production	Unit	Value
The preceding year			
(a) From.....to.....			
(b) From.....to.....			
(c) From.....to.....			
Current year			
From.....to.....			

4. For the purpose of ensuring conformity of the specified products, articles, services or processes with the relevant Bangladesh Standards, I/we :

- (a) are utilizing or proposing to utilize the methods of inspection and testing specified in the particulars attached to the application and regular records or similar all inspection details is maintained or shall be maintained in specified form;

- (b) are undertaking to alter, modify or amend the programme of testing and inspection partially in compliance with such policies as may be issued by you from time to time;
- (c) are undertaking to implement such programme of Testing and Inspection as may be recommended by the Institution.
5. I/We hereby agree to provide reasonable cooperation to the Institution if the Institution intends to conduct any preliminary inspection or investigation and agree to bear all expenses associated with such inspection or investigation, including any testing fee, as may be directed by the Institution.
6. If licence is granted, I/We undertake to comply with all conditions set forth in the licence, the Bangladesh Standards and Testing Institutions Act, 2018 and the Bangladesh Standards and Testing Institutions Regulations, 2022 and furthermore, if the licence is suspended or revoked, I/We undertake to immediately cease the use of the standard marks or machine-readable codes issued by the Institution on any article, service or process covered by the licence and to withdraw all relevant advertisements, products or article and to take all necessary measures to ensure compliance with the provisions of these regulations.

Signature, date and seal

Name of Chairman/Managing Director/ Proprietor:

Father's Name:

Mother's Name:

NID Number:

Full Address:

Telephone/Mobile Number.

E-mail:

On behalf of the organization

Signature:

Name of representative:

Designation:

Mobile Number:

E-mail:

Attachment:

- (a) Copy of National Identity card or passport of the applicant;
- (b) Copy of up-to-date trade licence;
- (c) Copy of TIN certificate;
- (d) Standard labels (made in accordance with the relevant Bangladesh National Standards, the Package Commodities Rules, 2021 and other existing laws or regulations);
- (e) Statement detailing, if applicable, the Scheme of Inspection and Testing which is followed or used or may be used in future by the applicant.

**Form-2**

[See sub-regulation (3) of regulation 9]

**Licence to use the Standard Mark**

**Bangladesh Standards and Testing Institution
(BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh**

Memo no..... Date:BS
.....AD

QR Code

Licence number: Date.....

The Institution hereby grants a licence to.....to use the standard mark specified by the Institution on the products, articles, services, or processes as detailed in the table below.

The machine-readable code provided by the Institution shall be affixed to the packaging of the products or articles.

The Licensee shall adhere to the terms and conditions of the licence.

This licence shall remain valid from till

An application for the renewal of licence shall be made at least 3 (three) months prior to its expiration.

Details of the product, article, service or process

Standard Mark	Product, article, service or process	Relevant Bangladesh Standard (BDS) Number

Details of licence fee

Unit	Rate of licence fee per unit	Mode of payment
Per one hundred Taka ex-factory Price (the selling price of product or article manufactured or marketed by the factory or dealer, excluding value-added tax).		(a) The annual licence fee has been paid in advance in accordance with the prescribed rate for the use of the Standard Mark. (b) Based on the annual production, if any additional fee is applicable in accordance with the rate, such additional fee shall also be paid by the licensee after tenure.

Conditions:

- (1)
- (2)
- (3)

Signature and seal of authorized officer
on behalf of Bangladesh Standards and
Testing Institution



Form -3
[See sub-regulation (1) of regulation 20]



Application for Clearance Certificate of the Imported Product
Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh

To
The Director General
Bangladesh Standards and Testing Institution
Maan Bhaban, 116/A, Tejgaon Industrial Area
Dhaka-1208.

I/We, (full name of person or organization)....., hereby apply for the issuance of clearance certificate in accordance with the Bangladesh Standards and Testing Institution Act, 2018 (Act No. 67 of 2018) and the Bangladesh Standards and Testing Institution Regulations 2022, to clear the following products, articles, and processes that conform to the Bangladesh Standards (BDS) from the house or warehouse and for the use of machine-readable codes granted by the Standard Mark and the Institution.

Name of product and brand :
BDS No. :
Quantity of product :
Country of Origin :
LC no. and Date/Airway Bill no. and Date :
Name and address of custom house or port :
Bill of entry number and date :
Warehouse address :
Invoice number and date :
Import value of goods :

Name:

Designation:

Address:

NID number:

Phone/Mobile no.

E-mail:

Applicant's signature
Date and Seal

Attachment:

- Trade licence
- IRC (Import Registration Certificate)
- Import related documents with income tax certificate.



Form-4

[See sub-regulation (3) of regulation 20]



**Clearance Certificate for the Imported Product
Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh**

Memo No: Date:BS
.....AD

Clearance Certificate Reference No-														
Clearance Certificate No:											Date:			

QR Code

The Institution hereby issues a clearance certificate in favour offor using Standard Mark and machine readable code provided by the Institution in favor of the following products, articles or processes. For issuing a clearance certificate in favour of the imported products, total Tk.....(in words) (including VAT) as claimed vide Bill no..... dated.....Receipt no. dated..... has been realized.

Serial No.	Products, articles or process details	Quantity of product	Relevant Bangladesh Standard (BDS)	Consignment particulars

The product or article shall be marketed by specifying the necessary information on the product or article, packaging and carton, in accordance with the Package Commodities Rules, 2021, including the use of Standard Mark and machine-readable code of the Bangladesh Standards and Testing Institution (BSTI).

Conditions:

- 1.....
- 2.....

Signature and seal of the authorized officer
on behalf of Bangladesh Standards and Testing
Institution

Recipient:

.....
.....

Copies to:

Commissioner of Customs
Custom House

.....;

Attachment:

- (a).....
- (b).....

**Form-5**

[See sub-regulation (1) of regulation 22]



Application for issuance or renewal of licence on account of improvement of products or adding new brand, type, size, flavor or grade and using standard mark

**Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh**

The Director General
Bangladesh Standards and Testing Institution
Mann Bhaban, 116/A, Tejgaon Industrial Area
Dhaka-1208.

I/We, (full name of person or organization)..... hereby apply for the inclusion of the following new products under the main licence in accordance with the Bangladesh Standards and Testing Institution Act, 2018 (Act No. 67 of 2018) and Bangladesh Standards and Testing Institution Regulations, 2022, to ensure compliance with the Bangladesh Standards and for the use of the Standard Mark and the machine-readable code provided by the Institution.

Factory Address (if applicable) :
Product Name :
Brand or flavour or size or type or grade :
Licence Number of Standard Marks :
Validity :
Name of Applicant:
Designation:
Address:

Signature
Date and seal

NID no.:
Phone/Mobile no.:
E-mail:

Attachment:

- The label or packet of the product;
- Copy of trademark registration;
- Copy of licence of Standard Mark;
-;
-



Form-6
[See sub-regulation (1) of regulation 23]



Certificate of Appointment of Inspector

Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh

It is hereby declared that,

Mr/Mrs.....
.....

..... (Name and designation) has been granted this certificate of
appointment as Inspector.

The validity period of this certificate shall be from..... to.....

Photo	In charge:.....
-------	-----------------------------------

Conditions:

- (1) This certificate is non-transferable;
- (2) It shall remain in force for the duration specified herein;
- (3) In the event of loss or theft of the certificate, it must be reported to the nearest police station or to the address provided below, namely:—

Bangladesh Standards and Testing Institution (BSTI)
Maan Bhaban, 116/A, Tejgaon Industrial Area,
Dhaka-1208.

Inspector's signature

On behalf of Bangladesh Standards and Testing Institution
Director General



Form-7
[See regulation 19]



Application for a duplicate of the licence
Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh

To

The Director General
Bangladesh Standards and Testing Institution
Maan Bhavan, 116/A, Tejgaon Industrial Area,
Dhaka-1208.

Name and full address of the institution :
Address of the factory :
Details of product :
Number of licence :
Validity period :

A copy of the licence is required for the following reason (please tick applicable box):

- Loss of licence;
 The licence has been damaged;
 English version of the licence;
 Others;

Signature and date of applicant:

Name:

Designation:

Address:

NID number:

Phone/Mobile number:

E-mail:

N.B: If the licence is lost, a copy of the General Diary (GD) filed at the relevant police station shall be attached.



Form-8
[Regulation 13 (1)]



Bangladesh Standards and Testing Institution (BSTI)

Ministry of Industries
Government of the People's Republic of Bangladesh

To
The Director General
Bangladesh Standards and Testing Institution
Maan Bhavan, 116/Ka. Tejgaon Industrial Area,
Dhaka-1208.

1. I/We, (Name and designation).....of
the organization (Name and address)

Are applying for issuance of Halal Certificate for the use of Halal Certificate for the use
of Halal Certificate Mark and Machine Readable Code in the following product/process/
system/service:

1(a)	Name of product:	The relevant Standard Number(s):
	Type/Grade:	
	Size:	Name of Ingredients (can be attached):
	Brand:	
*(b)	Name of process/service:	The relevant Standard Number(s):
	Commodity:	Name of Ingredients/materials (can be attached a list)

- Certificate Number and Duration (in renewal case):
- Name and address of the factory or organization, if different from para 1:
- I/We hereby declare that information given below about my/our organization is true according to my/our knowledge and belief:

(a) Fulltime employee	General shift and A shift	B shift	C shift
(b) Investment (in BDT):			
(c) Size of factory/industry: (please tick appropriate one)	Large	Medium	Small

5. Name of the other product/process/system/service in the factory /organization (if different from para.1)

¹Note: An applicant can apply for one item in single application mentioned above.

6. I/we do hereby attached Halal Manual and Halal Control Plan which are prepared as per relevant standard and will keep relevant records and documents of the factory including inspection/monitoring reports.

7. I/We also declare that if any changes of the design or quality of the product/processes/system/service is made it shall be informed to BSTI.

8. If BSTI desires to visit or audit the factory/organization, I/we will extend all sorts of co-operation.

9. I/We also declare that I/We will abide by the Bangladesh Standards and Testing Institution Act, 2018 (Act No. 67 of 2018), the Bangladesh Standards and Testing Institution Regulations, 2022 and all terms and conditions of the Halal Certificate.

Name: : Signature, Date and Seal
 Father's Name :
 Mother's Name :
 Designation :
 Name of the Organization :
 Address :
 National Identity (NID) No. :
 Phone/Mobile No :
 E-mail :



Form-9
[Regulation 16(2)]



HALAL CERTIFICATE

**Bangladesh Standards and Testing Institution
(BSTI)**

**Ministry of Industries
Government of the People's Republic of Bangladesh**

QR Code



Memo No:..... Date:.....

Halal Certificate No:.....Date of Issue: dd.mm.yyyy

This is to certify that..... /Ltd.
Head office.....Factory/Business
location has been assessed by BSTI in
compliance with BDS/OIC/SMIIC and issued Halal Certificate for the name of
process/system/service/manufacturing and packaging of.....

The duration of the Halal Certificate is from..... to.....

The application for renew is to be submitted before 3 (Three) months of the expiration of
the Halal Certificate.

The Halal Certificate holder shall abide by the terms and conditions of the Halal
Certificate.

(.....)
Director, Certification Marks Wing, BSTI

(.....)
Director General BSTI

Conditions:

- (1).....;
- (2).....;
- (3).....;
- (4).....

N.B. This Certificate must be returned if cancelled or withdrawn.



Form-10
[See Regulation 19]



Application for a Duplicate of Halal Certificate

Bangladesh Standards and Testing Institution (BSTI)

Ministry of Industries
Government of the People's Republic of Bangladesh

To
The Director General
Bangladesh Standards and Testing Institution
Maan Bhavan, 116/Ka, Tejgaon Industrial Area,
Dhaka-1208.

Name and full address of the institution :
Address of the factory :
Details of product :
Licence number :
Validity period :

A copy of the licence is required for the following reason (please tick applicable box):

- Loss of Halal Certificate;
 The Halal Certificate has been damaged;
 Others

Signature and Date of Applicant:

Name:

Designation:

Address:

NID Number:

Phone/Mobile Number:

E-mail:

N.B: If the Halal Certificate is lost, a copy of the General Diary (GD) filed at the relevant police station must be attached.

Schedule-1

[See sub-regulation (3) of regulation 9, sub-regulation (2) of regulation 20, sub-regulation (2) of regulation 22]



Amount of Licence Fee
Part-A
Bangladesh Standards and Testing Institution (BSTI)



Ministry of Industries
Government of the People's Republic of Bangladesh

SL No	Sector/sub-sector-wise list of products under standard marks specified by the Institution	Licence fee rate (based on the ex-factory price)	Year-wise minimum licence fee (after rebate)	Year-wise maximum licence fee (after rebate)
(1)	(2)	(3)	(4)	(5)
(1)	Fruit based product	0.07%	Taka 1500 (one thousand and five hundred)	Taka 3000000 (thirty lac)
(2)	Milk and milk based product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(3)	Oil based food product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(4)	Carbohydrate based food product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(5)	Beverage product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(6)	Spice and Spice based product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(7)	Forest based product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(8)	Chemical (general) product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)

(1)	(2)	(3)	(4)	(5)
(9)	Writing materials	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(10)	Leather and leather product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(11)	Plastic and plastic product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(12)	Cosmetic product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(13)	Fertilizer and pesticide product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(14)	Textile and Textile based product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(15)	Textile Machinery and accessories	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(16)	Electric goods/appliance	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(17)	Electric Wire	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(18)	Building materials	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(19)	Engineering (general) product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)
(20)	Glass, ceramics and melamine based product	0.10%	Taka 3500 (three thousand and five hundred)	Taka 3500000 (thirty five lac)

Part-B

Amount of maximum payable licence fee after paying minimum and Level-based tiered rebates

(See column 4 and 5 of Part-A)

Rate of licence fee	Maximum payable fee (BDT) after paying 0% rebate up to Taka 2 (two) crore BDT	Maximum payable fee (BDT) after paying 7% rebate on next 2 (two) crore1(one) Taka to Taka10 (ten) crore BDT	Maximum payable fee (BDT) after paying 10% rebate on next Taka10 (ten) crore1 (one) to Taka 20 (Twenty) crore BDT	Maximum payable fee (BDT) after paying 15% rebate on next Taka 20 (Twenty) crore1 (one) to Taka 50 (fifty) crore BDT	Maximum payable fee (BDT) after paying 20% rebate on next Taka 50 (fifty) crore1 (one) to Taka1 (one) 100 (hundred) crore BDT	Maximum payable fee (BDT) after paying 25% rebate on next Taka100 (hundred) crore1 (one) to Taka 200 (two hundred) crore BDT	Maximum payable fee (BDT) after paying 30% rebate on next Taka 200 (two hundred) crore1 (one) to Taka 400 (four hundred) crore BDT	Maximum payable fee (BDT) after paying 35% rebate on next Taka 400 (four hundred) crore1 (one) to Taka 600 (six hundred) crore BDT	Maximum payable fee (BDT) after paying 40% rebate on above Taka 600 (six hundred) crore BDT
	(Level-1)	(Level-2)	(Level-3)	(Level-4)	(Level-5)	(Level-6)	(Level-7)	(Level-8)	(Level-9)
Fruit based product 0.07%	14000 (fourteen thousand), but, minimum 1500 (one thousand five hundred)	66000 (sixty six thousand)	128000 (one lac twenty eight thousand)	302000 (three lac and two thousand)	570000 (five lac seventy thousand)	1050000 (ten lac and fifty thousand)	1500000 (fifteen lac)	2000000 (twenty lac)	3000000 (thirty lac)
Other products 0.10%	20000 (twenty thousand), but, minimum 3500 (three thousand and five hundred)	94000 (ninety four thousand)	184000 (one lac and eighty four thousand)	430000 (four lac and thirty thousand)	820000 (eight lac and twenty thousand)	1500000 (fifteen lac)	2000000 (twenty lac)	2500000 (twenty five lac)	3500000 (thirty five lac)
Fee against each application for licence				Taka1000 (one thousand)					
Fee against each renewal application for licence				Taka1000 (one thousand)					



Schedule-2
[See sub-regulation (2) of regulation 16]

Amount of fee for Halal Certificate

Bangladesh Standards and Testing Institution (BSTI)
Ministry of Industries
Government of the People's Republic of Bangladesh

The annual fee for the issuance or renewal of a Halal Certificate for each processed product, goods, cosmetic items, pharmaceutical products or other processes or services shall be as follows:—

For small industries (BDT)	For medium industries (BDT)	For large industries (BDT)
(1)	(2)	(3)
1000 (one thousand)	3000 (three thousand)	5000 (five thousand)

Explanation:—"Large industry" "Medium industry" and "Small industry" means respectively large industry, medium industry and small industry as defined in the National Industrial Policy issued by the Ministry of Industries, Government of the People's Republic of Bangladesh, from time to time.

By Order of the Bangladesh Standards and Testing Institution

Dr. Md. Nazrul Anwar
Director General (Grade-1)
Bangladesh Standards and Testing institution (BSTI)
Ministry of Industries.

মোহাম্মদ আবু ইউসুফ, উপপরিচালক (উপসচিব), বাংলাদেশ সরকারী মুদ্রণালয়, তেজগাঁও, ঢাকা কর্তৃক মুদ্রিত।
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