

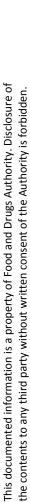
DOC. TYPE: FORM

DOC NO.: FDA/TSA/FOR - 07
Page 1 of 12 REV. NO.: 00

TITLE: APPLICATION FORM FOR THE REGISTRATION OF A TOBACCO PRODUCT

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APPLICATION FORM FOR THE REGISTRATION OF A TOBACCO PRODUCT





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APPLICANTS CHECKLIST		FDA DOUBLE CHECKLIST
	Signed Declaration	
	Covering Letter	
	Completed Application Form	
	Certificate of Analysis of Finished Product	
	Manufacturing License	
	Samples	

^{*}any relevant documentation or reference material which will aid in the registration process should be attached





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(To be submitted in duplicate)

A. COVER LETTER

Addressed to:

B. PRODUCT INFORMATION

THE CHIEF EXECUTIVE OFFICER
FOOD AND DRUGS AUTHORITY
P.O.BOX CT 2783
CANTONMENTS-ACCRA
GHANA.
+233-302-233200/235100
fda@fdaghana.gov.gh

Samples and printed material should accompany completed forms

Type of Product:	
Brand Name:	
Net Weight/Number of Sticks per pack	
Country of Shipment:	Country of Origin
C. DETAILS OF APPLICANT	
Name of Applicant:	
Tel. No:	
E. maii:	
D. DETAILS OF MANUFACTURER	
Name of Manufacturer:	





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Manufacturing site/ Location Address:
Postal Address:
Tel. No:Fax:E. mail
E. DETAILS OF LOCAL AGENT
Name of Company:
Company Address:
Tel. No:Fax:
E. mail:
Contact Person:
Tel. No:
F. DECLARATION
I/We the undersigned, hereby declare that all information contained herein and in the appendices is correct and true.
Name:
Position in company:
Date: Signature: Signature:
Official Stamp:

(Declaration should be signed, stamped and dated by the applicant)



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Attach a copy of a complete Tobacco Product dossier for the manufacture of this tobacco product.

The following information should be provided in the dossier:

APPENDIX I

GENERAL PRODUCT SPECIFICATIONS

Name of Product:

Net Weight/Number of Sticks per pack:.....

(a) Active ingredients, giving the common names, chemical names, commercial name,

Brand Name:.....

The following is an example of a table for Information required on:

biological origin, specifications and amount (mg/g and mg/unit)

Information is ny third party v	(b) All other ingredients giving specifications, quantities and reasons for inclusion e.g., preservative, antioxidant etc: (c) Additional raw materials (if any) used in the manufacturing process and not in the final product.							
Ingredución dient	Common name	Commercial Name	Chemical Name	Biological Origin	Reason for inclusion of ingredient	CAS No.	Amt (mg/g)	Amt (mg/unit)

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- (d) For cigarettes, cigarette tobacco, leaf tobacco, pipe tobacco, cigars, kreteks, bidis and smokeless tobacco:
 - information on more than 20 constituents of whole/ unburned tobacco (Refer to index 1)
 - information on product packaging; and
 - information on research projects undertaken by or on behalf of a manufacturer; applicable studies include those that examine the toxicity and health effects of tobacco products, their taste and flavour, the modification and development of tobacco products, and the ingredients in tobacco products
- (e) For cigarettes, cigarette tobacco, leaf tobacco, and kreteks only:
 - information on more than 40 toxic emissions in both mainstream and sidestream smoke(refer to index 2)

NOTE:Reference to the following publications will, where applicable be accepted

- International Organisation for Standardisation (ISO) Standards for Tobacco and Tobacco Product(s)
- Such other works of reference as may be approved by the Authority from time to time.



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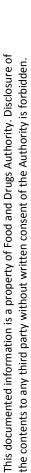
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APPENDIX II

MANUFACTURING PROCEDURES AND RELATED CONTROLS

Name of Pro	duct:
Brand Name	<u>; </u>
Net Weight/N	Number of Sticks per pack:
` ,	Give a brief summary of the manufacturing procedure
(b)	(i) Name and address of manufacturer and certificate(s) of analysis of raw materials used:
	(ii) Certificate (s) of In-house Quality Control Tests performed on raw materials:
	Attach the final analytical report and authorization for release and any other appropriate records

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	(d)	Attach certificate of Analysis(COA) for finished product (see index 3 for requirements of COA) and this should not be more than six(6) months at the time of submission			
	(e)	Attach names, address, qualification of Authorized person(s) in charge of production, quality control, packaging and release of product			
	(f)	Proposed shelf life of product(s)			
	(g)	Stability data and justification on which shelf life has been predicted			
APPENDIX III					
		ADMINISTRATIVE STATUS OF THE PRODUCT			
		duct			
Net W	/eight/N	umber of Sticks per pack:			
1 (a)		n application for the registration of the tobacco product(s) been made in her country? YES/NO*			
	If YES	, list countries			





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* The text of labels and written material should conform to Food and Drugs Authority (FDA) guidelines for labelling of tobacco products

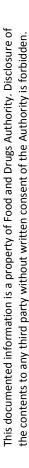
APPENDIX V

SAMPLE SCHEDULE FOR REGISTRATION AND RE-REGISTRATION OF **PRODUCTS**

All PRODUCTS SHOULD BE IN A FINAL PACKAGE READY FOR THE MARKET AND SHOULD NOT BE MORE THAN SIX MONTHS AT THE TIME OF SUBMISSION.

THE FDA MAY REQUEST FOR MORE SAMPLES AS MAY BE DEEMED **NECESSARY.**

PACK SIZE		
(a) Bidis, cigarettes, kreteks		
Carton (1 pack x 10)	1	
(b) Cigarette tobacco and pipe tobacco;		
Pouch	6	
Can	6	
(c) Cigars,		
Tube	10	
Flip-top box	4	
Soft package	4	
Bundle	4	
(d) Chewing tobacco and snuff,		
Plastic container	6	
Metal container	6	





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INDEX 1

Constituents (unburned tobacco): Nicotine, Nornicotine, Anabasine, Anatabine, Ammonia, Propylene glycol, Triethylene glycol, Nickel, Lead, Chromium, Arsenic, Selenium, Mercury, Benzo[a]pyrene, Nitrate, N-nitrosonornicotine, 4-(N-nitrosomethylamino)-1-(3-pyridyl)-1-butanone, N-nitrosoanatabine,

N-nitrosoanabasine, Triacetin, Sodium propionate, Sorbic acid, and

Eugenol [2-Methoxy-4-(2-propenyl)-phenol]

INDEX 2

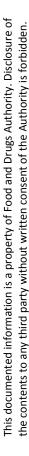
a) Emissions from mainstream smoke:

Ammonia, 1-aminonaphthalene, 2-aminonaphthalene, 3-amonobiphenyl, 4-aminobiphenyl, Benzo[a]pyrene, Formaldehyde, Acetaldehyde, Acetone, Acrolein, Propionaldehyde, Crotonaldehyde, Butyraldehyde, Eugenol [2-Methoxy-4-(2-propenyl)-phenol], Hydrogen cyanide, Mercury, Lead, Cadmium, NO, Nox, N-nitrosonornicotine,

4-(N-nitrososmethylamino)-1-(3-pyridyl)-1-butanone, N-nitrosoanatabine, N-nitrosoanabasine, Pyridine, Quinoline, Styrene, Hydroquinone, Resorcinol, Cathecol, Phenol, m+p-Cresol, o-Cresol, Tar, Nicotine, Carbon Monoxide, 1,3-Butadiene, Isoprene, Acrylonitrile, Benzene and Toluene

b) Emissions from sidestream smoke:

Same as (a) above, excluding Eugenol





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INDEX 3

PARAMETERS FOR CERTIFICATE OF ANALYSIS FOR TOBACCO AND TOBACCO PRODUCTS

- 1. Circumference (mm)
- 2. Length (mm)
- 3. Filter length (Butt) mm
- 4. Density of cigarette at 13.5 % moisture content
- 5. Moisture content, % by mass
- 6. Nicotine alkaloids content (%) by mass on dry Wt basis
- 7. Nicotine content, mg/cig
- 8. Carbon monoxide, mg/cig
- 9. Tar content, mg/cig
- 10. Loose shorts (% by mass)
 - a. Plain cigarette
 - b. Filter tipped cigarette
- 11. Width of tobacco shreds
- 12. Metallic contaminants
 - a. Lead (Pb), mg/cig
 - b. Cadmium (Cd), mg/cig
 - c. Arsenic (As), mg/cig
 - d. Mercury (Hg), mg/cig

NOTE: Certificate of analysis of tobacco and tobacco products should include the above parameters but not be limited to these.