



NAFDAC GLOBAL LISTING PERMIT: A REQUIREMENT FOR SUPERMARKET OPERATORS

The registration of products under global listing with the National Agency for

Food Drug Administrative Control (NAFDAC) applies only to food and cosmetics items produced in large quantities. The NAFDAC Global Listing license or permit is relevant where an importer or supermarket owner intends to import branded items into Nigeria in large quantities.

The applicant for a Global Listing Permit is expected to have an already established warehouse and sales outlet. The reason for this is that the permit is only applicable to a large number of items. The quantity of each item to be imported shall not exceed 3000 (Three thousand) cartons per annum in its original casing, although there is no limit to the quantities of each item to be imported per shipment. For small and medium supermarket, the quantity of each item to be imported shall not exceed the maximum of 100 cartons of 100 units per shipment and shall not exceed 2500 cartons in total per annum.

It is very necessary to emphasize that no cosmetic product shall be manufactured, imported, exported, advertised, sold or distributed in Nigeria unless it has been registered in accordance with the provisions of the law. To this end, the following Law, guideline and regulation are administered by NAFDAC for manufacturers, importers, and marketers of products classified under the global listing:

- Food, Drugs and Related Products (Regulation, etc.) Act;

- Guidelines for Clearing of Imported Regulated Foods (Including Global Listing for Super market & Restaurant Operators);
- The Guidelines for Advertisement of NAFDAC Regulated Products.

These guidelines provide the legal framework for the manufacture, importation and advertisement of global listing products in Nigeria, contravention of which attracts penalties and sanctions on erring entities.

APPLICATION PROCESS AND REQUIRED DOCUMENTATION FOR GLOBAL LISTING

An application for global listing shall be made with three (3) copies of inventory of products to be imported for the year stating the following;

- Name or Description of product
- Brand of product
- Origin of product
- Units/Pack e.g. 10 X 125g
- Pack type e.g. can, sachet, bottle
- Number of cartons (per item, per shipment)
- Total products.

For an application for Global listing to be approved, the following documents must be attached to the application:

- Duly completed Listing Form **“NAFDAC/1005”**;
- A Certificate of Analysis for each product shall be made available, where applicable from the manufacturer or a Government approved analyst from the country of origin;
- Certificate of Company Incorporation in Nigeria and Form C07 (Particulars of Directors);
- Receipt for Application Form purchased;
- Introduction Letter/Confirmation of Membership from National Association of Supermarket Operators of Nigeria (NASON), although this is optional.

FACILITY INSPECTION

It is paramount to note that inspection must first be carried out by the Establishment Inspection Directorate upon submission of an application form and evidence of payment before an approval for Global list is obtained. Therefore, a request for inspection of facility or establishment for the global listing of food/cosmetics products must be received from the Registration and Regulatory Affairs Directorate (R&R) before the inspection can be conducted. The directives to be maintained by a facility or establishment applying for the global listing of food/cosmetics permit are:

- Health and Hygiene must be maintained by the Applicant;
- A register of stock shall be maintained by the Applicant which will be inspected;
- No expired goods should be displayed or sold by the Applicant;
- Register of expired products should be kept;
- Register of a destroyed unwholesome or expired product should be kept;
- Food items should be displayed away from toiletries and chemical-based items;
- Pet food must be displayed separately and should be isolated from any other foodstuff;
- The right temperature should be maintained while storing/displaying chilled and frozen items and such records shall be kept;
- Food handlers must be medically examined and a fitness certificate should be obtained every six months from a medical practitioner;
- There should be adequate and competent personnel who have good hygiene and sanitation habits;
- Food handlers associated with bakery and fresh products must have their hair covered. They must wear appropriate clothing with no jewelry;
- There shall be standard operating procedures (SOPs) for cleaning premises and equipment;
- Pesticides and disinfectants used for fumigation and cleaning should be appropriate and safe for humans.

Where the inspection is unsatisfactory, this will lead to the issuance of compliance directives by NAFDAC and a stop in the process of application until the applicant responds satisfactorily to the directives.

FACTORS TO COMPLY WITH WHEN APPLYING FOR A GLOBAL LISTING PERMIT

Tariff:

Annual Global Listing Tariff after a satisfactory evaluation of application shall apply as follows:

NO. OF ITEMS	FEES
Less than 500	=N= 375,000:00 + 5% VAT
501 to 2500	=N=1,000,000:00 + 5% VAT
2501 to 5000	=N=2,500,000:00 + 5% VAT
5001 & above	N=5,000,000:00 + 5% VAT

Label:

The labeling of products to be registered for Global Listing with NAFDAC shall be in compliance with the Codex Standard for food products, while for the cosmetic product; it must comply with international requirements. All products written in foreign languages will not be considered for global listing unless they are translated into English language.

Sampling:

The operator of a Global Listing permit is required to submit to Port Inspection Directorate (PID) an advance list of items per shipment as approved by the Registration and Regulatory Affairs (R&R) unit.

The Port Inspection Directorate shall randomly sample products for analysis. Consignments will then be released to the importer after physical inspection and sampling have been carried out. The physical inspection fee shall be charged per consignment, not per container, and shall be implemented by NAFDAC as follows:

- The Number of containers per consignment from 1-10 will attract a fee of **N20, 000 (Twenty Thousand Naira) + 5% Vat.**
- The Number of containers per consignment ranging from 11-20 will attract a fee of **N40, 000 (Forty Thousand Naira) + 5% Vat** while consignments from 21-30 attract a fee of **N60, 000 (Sixty Thousand Naira) + 5% Vat.**

It is also important to note that sampled items will be put on hold for 14 days while awaiting laboratory results, after which the goods can be sold.

CONCLUSION

Obtaining the NAFDAC Global listing permit appears to be straightforward, however, the process can be daunting and very complicated. Hence, it is advisable to engage the services of a consultant who can utilize their expertise and vast experience to ensure a seamless application process.

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