

Procedure for Blood Centre License

License for Blood Centres are issued online at the state portal sso.rajasthan.gov.in as per the provisions of Drugs & Cosmetics Act and Rules. The Licensing Authority for such licenses is the Drugs Controller of the state.

Applications for grant of license for operation of Blood Centre or processing of Human blood components shall be made by the Blood Centre run by the Government, Indian Red Cross Society, Hospital, Charitable Trust or Voluntary organization. Blood Centre run by Charitable Trust or Voluntary organization need to be approved by a State Blood Transfusion Council as per procedure laid down in this regard by the National Blood Transfusion Council.

Step 1

Application for grant of Blood Centre (Blood Bank) Licence.

The applicant has to submit application online in the requisite Form No. 27C and pay necessary fees as given in fee chart under 'Forms & Fees'.

Fee can be paid through the application portal itself or through Government Treasury challan, under Head of Account-

0210- 04-800-02-00 Other receipts

Department Name: Drugs Controller, Rajasthan, Jaipur

Office Name: Asstt. Drugs Controller, NDNP, Jaipur, Rajasthan

On-line application portal: Drug Control Organization (DCO) at sso.rajasthan.gov.in

Documents to be uploaded along with the application form:

(Aadhar card number with valid mobile number is mandatory)

1. Application Form 27C
2. Requisite fee challan.
3. Constitution. Partnership deed / Memorandum & articles of Association
4. Affidavit of Proprietor/ Partners/ Director(s)/ Managing Director
5. List of all the Partners/ Directors with age & complete postal & residential address.
6. Specific Power of attorney in favor of Authorised Signatory for submitting documents on behalf of the Company
7. Specific resolution for commencing Blood Bank activities (if not already included in Memorandum of Association)
8. Document pertaining to ownership or tenancy of the proposed site.
9. No objection certificate from Rajasthan State Blood Transfusion Council.
10. Affidavit / Declaration of Medical Officer.
11. Affidavit / Declaration of Blood Bank Technician
12. Affidavit / Declaration of Registered Nurse
13. Copies of qualification, experience and approval certificates of Medical Officer, Blood Bank Technician, and Registered Nurse

14. Appointment letters of Medical Officer, Blood Bank Technician, and Registered Nurse and their Id proofs.
15. List of machines, equipment, instruments, apparatus along with their attested photocopies of purchase invoices.
16. Medical examination Certificate of technical staff & employees includes absence of contagious disease
17. Consent to establish & consent to operate from Rajasthan State Pollution Control Board.
18. List of Reference books and literature provided.
19. Standard Operating Procedures
20. Section wise blue print of premises (dimensions in Metric system).
21. Document related to arrangement for bio-waste management.

* For proforma of affidavits, see under 'Downloads'.

Step 2

Scrutiny of application. In case any shortcoming / discrepancy is noted, query shall be raised. Further action shall be taken upon receipt of clarification from the applicant. In case the application is found in order, it will be processed for inspection of the premises. CDSCO will be informed about the application and it will be requested to depute an inspector for joint inspection of the premises.

Step 3

Joint Inspection of proposed premises.

Step 4

If shortcomings / discrepancies are observed during inspection, the applicant shall be intimated to rectify the same and submit compliance report.

Step 5

Upon receipt of the compliance report from the applicant, it will be sent to the concerned officer for verification. If found satisfactory, it will be forwarded for the next step.

Step 6

Forwarding the signed license proforma to CLAA, New Delhi for approval. If all the prescribed conditions are complied with, licence proforma is sent to CLAA for approval.

Step 7

Grant of Licence