

**F. No. 04-01/2020-DC (MISC-19)**  
**Government of India**  
**Directorate General of Health Services**  
**Central Drugs Standard Control Organization**  
**(FDC Division)**

FDA Bhawan, Kotla road,  
New Delhi

Dated: 11/3/2020

**Notice**

**Subject:- Clarification for utilization of same fees in case of inadvertent submission of online applications along with fees meant for a specific division submitted to other division of CDSCO, HQ - regarding.**

Applicants are required to submit their applications alongwith fees in different Divisions of this Directorate for obtaining various permissions/approvals.

It has been observed that many a times, an applicant submit their online applications inadvertently to a division/section not related to that application (e.g. New Drug Division, FDC Division, GCT Division, Import & Registration Division, etc.) Therefore, in order to ensure transparency, accountability & streamlining of regulatory process for ease of doing business, it is to clarify that the fees paid for such application can be considered for submission and processing of that application in the related division of CDSCO,HQ after such application has been declared by applicant or CDSCO as inadvertent and not related to division applied for.

V.G.S.  
(Dr. V. G. Somani)

Drugs Controller General (India)

**Copy to:-**

1. CDAC with a request to make appropriate system in Sugam Portal so that fees submitted in one division of CDSCO can be utilized by concerned division after declaration of such inadvertent submission either by the applicant or by the division of CDSCO,HQ & publish the procedure.
2. All Stakeholders.
3. PS to JS(R), Ministry of Health and family Welfare, Nirman Bhawan, New Delhi.