



Sensitization Meeting of Inspecting Officers with Applicant on Factory Visit



भारतीय मानक ब्यूरो / BUREAU OF INDIAN STANDARD



Points for Sensitization Meeting



1. Thank applicant for applying for BIS licence
2. Introduce briefly about BIS Activities
3. Introduction about Manak online (MoL)
4. Product Standard and related Matters
5. Requirements for Grant of Licence
6. Process of Preliminary Inspection
7. Sampling process for Independent Testing
8. Possible Discrepancies and Actions
9. Process of Grant of Licence
10. Action on intimation of Grant of Licence
11. Actions required once Licence is granted
12. Process of Factory and Market Surveillance of BIS (Mobile App)
13. Brief Introduction about BIS Care App
14. Best Wishes to Applicant



2. Brief Introduction about BIS



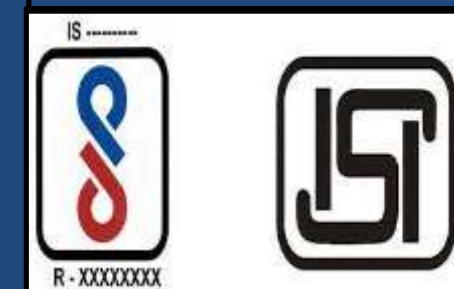
❖ Role of BIS as National Standards Body of India under BIS Act 2016

❖ Major Activities of BIS:

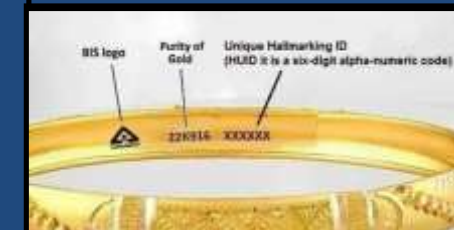
- Standard formulation
- BIS Product Certification and its benefits
- Quality System Certification
- Compulsory Registration Scheme (CRS)
- Training activities /NITS
- Laboratory services
- Hallmarking of Gold and Silver Jewellery



Indian Standards



CRS & Product Certification



Mandatory Hallmarking



Brief Introduction about BIS



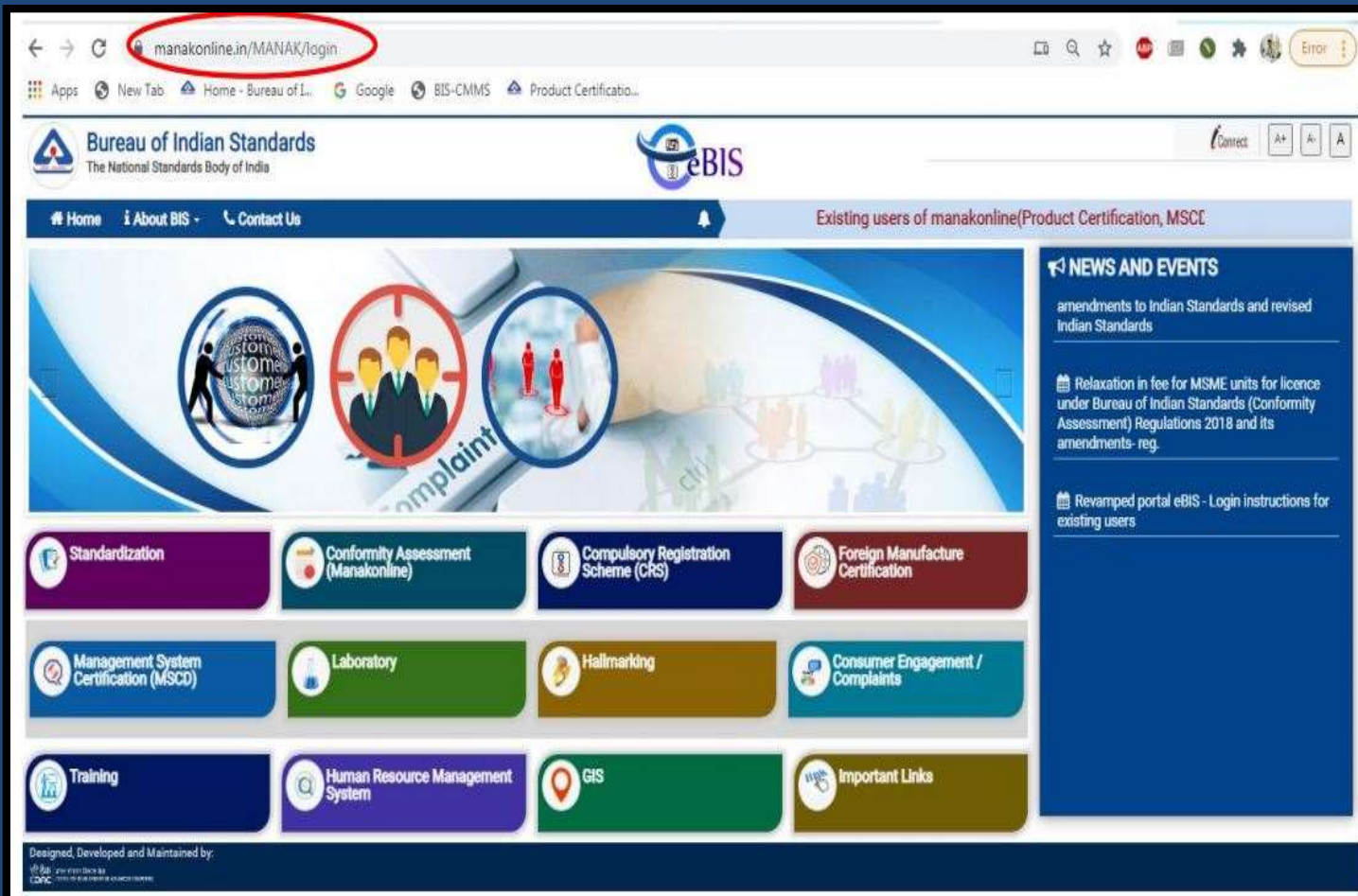
- ❖ Applicant/Licensee can contribute to standard formulation
 - ❖ Suggesting Amendments
 - ❖ Reviewing draft standards
 - ❖ Suggesting formulation new standards
 - ❖ Becoming members of technical committees
 - ❖ E-BIS portal provide options for the above.
- ❖ Applicant may consider the management system certifications provided by BIS depending upon their field of operation
 - ❖ BIS offers competitive fee structure
 - ❖ Well qualified auditors
 - ❖ To be applied to the Regional Office
- ❖ BIS provides various training services through its Training Institute in Noida
 - ❖ Annual Training Calendar
 - ❖ Training portal part of e-BIS
 - ❖ Custom made trainings at their location or online



3. Manak Online (e-BIS) - www.manakonline.in



- ❖ All Certification activities and other activities of BIS have been made online
- ❖ This Online Portal is called Manak Online (e-BIS)
- ❖ Website: <https://www.manakonline.in>
- ❖ The portal also provides various statistics about BIS licences
- ❖ [Know your Standards](#) link provides option to search for standards and all available documentation and data about the standard.



Manak Online (e-BIS) Home Page



Manak Online (e-BIS)



- ❖ Applicant need to register in the portal.
- ❖ Applicant / Licensee need to do all certification activity including applying for new license, renewal of license, inclusion of new variety through Manak Online only.
- ❖ Applicant / Licensee need to check the portal regularly for knowing the status and any action required at their end.

Manak Online (e-BIS) Login Page



Manak Online (e-BIS)



manakonline.in/MANAK/ApplicantPC

Bureau of Indian Standards

HOME

Welcome Hema Kumar

- User Guidelines [User Manual](#)
- Organisation Profile [Your Profile is 100% complete. Click here to edit your Organisation profile](#)
- New Licence Application [Apply for new license](#)
- Submitted Applications [0 Applications View](#)
- Operative Licences [1 Licences View](#)
- Draft Applications [0 Applications View](#)
- Generate QR Codes [View](#)

Manak Online (e-BIS) Applicant/Licensee Page

HOME

Grants Licenses

Search: [clear]

S.No.	OML No.	Firm Name	IS No.	Status	Granted Date	License Valid Till	Activity Log	Click on Action
1	6000083186	SRI RAM AQUA INDUSTRIES	IS 14543:2016	License Operative	2019-10-18	2021-10-17	<ul style="list-style-type: none">HistoryActivity LogCommunication With BISApply for InclusionMake PaymentFile Your ReturnApply For Stop MarkingFee Refund DetailsCertification Officer Designated for InspectionUpload Details of StockFactory Test ReportDiscrepancy ReportCorrective Action on DiscrepanciesFill Top Management DetailsFill Technical Persons DetailsUpload Manufacturing Process Flow ChartUpload Layout Plan of FactoryUpload Manufacturing Machinery ListUpload Testing Equipment ListUpload Form of LabelUpload Hygienic Condition DocumentUpdate Consignee Details for current QuarterRaw Material DetailsAdd Consignee Details	

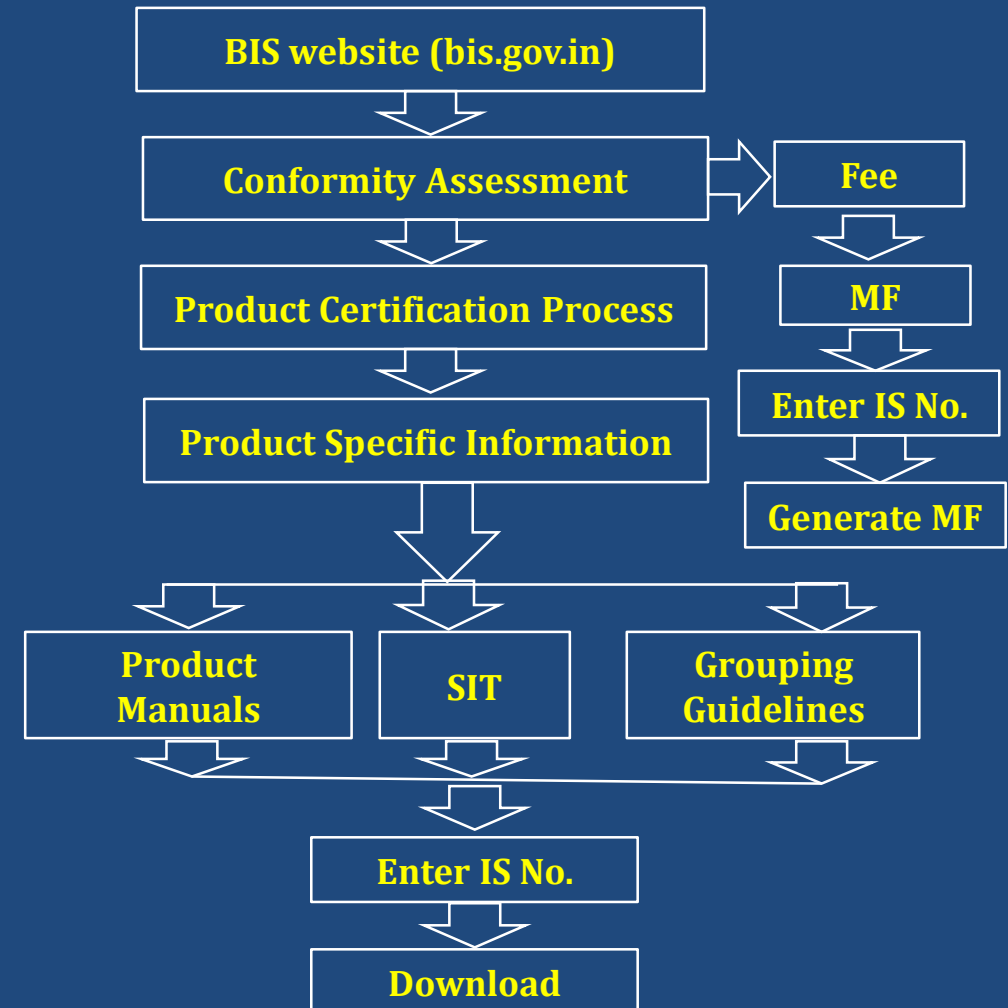
Manak Online (e-BIS) Activity log under Licensee Page



4. Product Standard and related Documents



- ❖ Availability and details of Product Manual (PM)
- ❖ Scheme of Inspection and Testing (SIT)
- ❖ Grouping guidelines to cover a range of varieties
- ❖ Any Product Specific Guidelines, if available
- ❖ Details of Marking Fee (MF) for the product and how it is to be paid
- ❖ PM, SIT, Grouping Guidelines and MF can be downloaded from BIS website by following the Steps shown in the given Flow Chart





5. Requirements for Grant of Licence



- ❖ Availability of Manufacturing Facilities
- ❖ Availability of Testing Facilities as per Indian Standard
- ❖ Arrangement with BIS recognized lab (in case of partial test facilities)
- ❖ Competent Testing Personnel to carry out testing
- ❖ Conformity of Raw Materials where specified in the standard
- ❖ Conformity of Final Product as per Indian Standard



6. Process of Preliminary Inspection



- ❖ Factory visit starting from raw material receipt and inspection, production, testing, packing and dispatch
- ❖ Verification of plant lay out and process as declared by them
- ❖ Raw material testing and acceptance procedure, whether they are adequate as per the Standard and SIT
- ❖ Verification of Manufacturing Machinery as declared and their adequacy
- ❖ Firm to demonstrate the Manufacturing Process as far as possible
- ❖ In process controls to be demonstrated
- ❖ Availability and adequacy of the Testing Facilities will be checked
- ❖ A sample will be tested in the factory for possible tests to check its conformity and competency of the Testing Personnel



7. Sampling Process for Independent Testing



- ❖ Samples for Raw Materials, if applicable
- ❖ Samples of Finished Products
- ❖ Provide Declarations on parameters, and drawing, if applicable
- ❖ Samples will be sealed, coded and left with them
- ❖ Samples are to be sent to BIS or BIS recognized lab as decided
- ❖ Need of dispatch within the time frame and submit proof of dispatch
- ❖ Payment of Testing Charges to BIS
- ❖ Safe custody of Counter Sample(s)



8. Possible Discrepancies and Actions



- ❖ There can be discrepancies observed during the inspection like
 - Failure of sample in factory testing
 - Non availability or inadequacy of testing facilities
 - Incompetence of testing personnel
 - Unsatisfactory hygienic conditions if applicable
 - Deviations from the declared documentation
- ❖ Inform that a discrepancy report will be issued and they need to take corrective actions within the time frame.
- ❖ A second visit may be required in certain cases
- ❖ Application may be closed in case corrective actions are not taken or not satisfactory



9. Process of Grant of Licence



- ❖ Satisfactory completion of inspection
- ❖ Passing of sample in independent testing (in case option 1)
- ❖ Satisfactory verification of corrective actions in case any discrepancies are reported



10. Action on intimation of Grant of Licence



- ❖ Pay balance marking fee
- ❖ Obtain BIS Licence Number
- ❖ Licence document will be sent in manak online
- ❖ Prepare marking details as per Indian Standard/SIT
- ❖ Inform BIS commencement of ISI marked production



11. Actions required once Licence is granted



- ❖ Need to follow the SIT and maintain records
- ❖ Follow the conditions of licence
- ❖ Need to inform BIS about any changes in the management, process, facilities etc.
- ❖ Process for applying for inclusion of varieties in scope
- ❖ Need to check manak online portal regularly and communicate to BIS through portal
- ❖ Need to apply for renewal



12. Process of Factory and Market Surveillance of BIS



- ❖ Need to facilitate surveillance visit and offer sample
- ❖ Need to inform consignee details
- ❖ Need of taking corrective actions on unsatisfactory surveillance
- ❖ Repeated unsatisfactory performance may lead to suspension and cancellation and hence firm need to take care in operation of the licence.
- ❖ Factory Surveillance and Market Surveillance are being carried out using Mobile App
- ❖ Surveillance may be carried out by BIS officials or authorised agents.

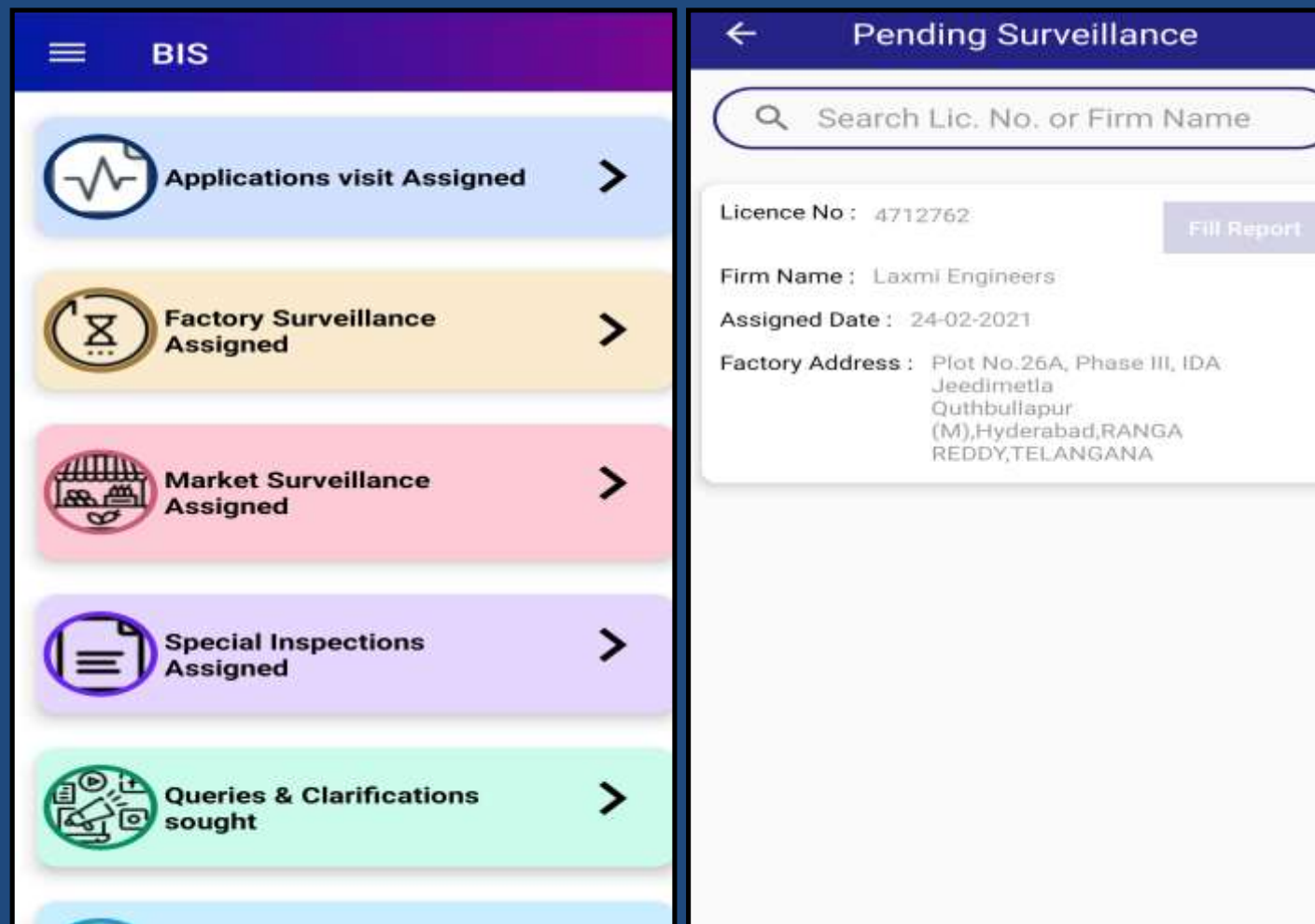


13. Mobile App for Factory and Market Surveillances



Major Features of Mobile App are:

- ❖ Geo-tracking of Agents/COs
- ❖ Geo-tracking of Samples
- ❖ QR Code for samples
- ❖ Real time updation of Data by Agents/COs and Licensees



Home Page of Mobile App for Surveillance Inspection of Inspecting Officer

EMPOWERING THE CONSUMERS AND THEIR VOICE!

KEY FEATURES :-

SEARCH AND VERIFY LICENCE
DETAILS

REPORT MISUSE OF BIS
STANDARD MARK

REPORT POOR QUALITY OF BIS
CERTIFIED PRODUCTS

REPORT MISLEADING ADV.
FOR BIS CERTIFIED PRODUCTS





BIS CARE APP





BIS CARE APP



14:12

Verify Hallmark

HM/C- 6700052710 Search

Licence Details

Name of Jeweller	ANDAMAN JEWELLERY
Address of Manufacturer, as mentioned	JUNGLIGHAT
District:	Nicobar
State:	Andaman & Nicobar
Name of Product :	Gold and Gold Alloys, Jewellery/Artefacts - Fineness and Marking - Specification
IS No.:	1417
valid till :	2025-03-05
Current status :	OPERATIVE

Reset

14:13

Verify Registration No.

R - 85000272 Go

Or

Scan QR Code as printed on BIS letter of Registration

14:15

New Complaint

Select Type and subtype based on the nature of your complaint

Misuse of ISI Mark

Next

Misuse of ISI Mark

Misuse of Hallmark

Misuse of Registration Mark

Quality of Product

Misleading Advertisements

Others



Important Links



- ❖ **BIS Website:** <https://www.bis.gov.in/>
- ❖ **Manak Online:** <https://www.manakonline.in>
- ❖ **BIS Care App:** <https://play.google.com/store/apps/details?id=com.bis.bisapp>
- ❖ **Download Indigenous Standards free of Cost:**
<https://www.services.bis.gov.in:8071/php/BIS/PublishStandards/published/#>
- ❖ **Product Certification Process:** <https://bis.gov.in/index.php/product-certification/product-certification-process/>
- ❖ **Download Product Manual, SIT, Grouping Guidelines:** <https://bis.gov.in/index.php/product-certification/product-specific-information-2/>
- ❖ **Marking Fee:** <https://bis.gov.in/index.php/product-certification/product-certification-fee/>
- ❖ **Testing Facilities:** https://lims.bis.gov.in/home/search_is_number/
- ❖ **Apply Online:** <https://www.manakonline.in/MANAK/eBISLogin>
- ❖ **Online Information:** <https://bis.gov.in/index.php/product-certification/online-information/>
- ❖ **Know Your Standards**
https://www.services.bis.gov.in:8071/php/BIS_2.0/bisconnect/knowyourstandards/indian_standards/isdetails



THANK YOU