

Instructions for Applicants

- The Precursor Control Authority which was established under the Convention Against Illicit Traffic in Narcotic Drugs and Psychotropic Substances Act No. 1 of 2008, initiated issuing licences and registration certificates with effect from 01st of January 2011 for executing powers and duties of the aforesaid act.
- These licences and registration certificates are issued for the 23 substances specified in table I and II of the first schedule to the aforesaid act. The list of the substances and the types of licences and registration certificates issued are mentioned below.

Precursor chemicals list

Table I	Table II
1. Acetic Anhydride	15. Acetone
2. N-Acetylanthranillic acid	16. Anthranillic acid
3. Ephedrine	17. Ethyl ether
4. Ergometrine	18. Hydrochloric acid
5. Ergotamine	19. Methyl ethyl ketone
6. Isosafrole	20. Phenylacetic acid
7. Lysergic acid	21. Piperidine
8. 3,4 -Methylenedioxyphenyl 1-2- propanone	22. Sulphuric acid
9. Norephedrine	23. Toluene
10. 1- Phenyl -2 Propanone	
11. Piperonal	
12. Potassium Permanganate	
13. Pseudoephedrine	
14. Safrole	
* The salts of the substances listed in Table I and II, whenever the existence of such salts is possible, except those of hydrochloric and sulphuric acids.	

Types of Licences

- (i) Licence for importers and exporters of precursor chemicals
- (ii) Registration Certificate for storage premises of precursor chemicals
- (iii) Registration Certificate for dealers of precursor chemicals
- (iv) Registration Certificate for end users of precursor chemicals

(i) **Licence for importers and exporters of precursor chemicals**

(Form I - issuing of Licences)

Licensing fee for scheduled substances Rs. 5000/-

- Every person who intends to import or export any of the aforesaid 23 substances shall make an application in form (I) with the relevant fee to the Authority, two months prior to being engaged in such business.
- A copy of business registration certificate shall be attached to the application.
- The Authority issues the licence within one month from the date of receipt of the application and such licence is valid for one year, from the date of issue.

(Form II - amendment of Licences)

Fee for amendment of Licences Rs. 2000/-

- In the case of licensed importers or exporter who intends to import or export the substances other than covered by the current licence out of the aforesaid 23 substances, shall make an application in form (II) with the relevant fee to the authority to amend the licence, not less than one month prior to dealing with new substances.
- The Authority issues the amended licence within two weeks from the date of receipt of such an application.
- The amended licence is valid from the date of its issue till the expiration of the original licence.

(Form III - renewal of Licences)

Fee for renewal of the Licences Rs. 4500/-

- Every licence issued to an importer or exporter shall be renewed annually.
- Every licensed importer or exporter shall make an application in form (III) with the relevant fee, to the Authority to renew the licence, one month before the expiry of one year from the date of issue or any renewal thereof.
- The Authority renews licences for a further period of one year, within two weeks from the date of receipt of such application.

Rejection of Applications belonging to form (I), (II) and (III)

- Where the Authority is not satisfied -
 - (a) of the accuracy of the information provided in the relevant application; or
 - (b) with the manner of carrying out the activitiesby the importers and exporters, the Authority does not issue a licence to that applicant.
- In the case of such a rejection, the applicant will be informed the cause to reject the application and the Authority affords the applicant an opportunity to be heard.

Cancellation of the Licences issued to the importers and exporters

- The licence may be cancelled by the Authority where-
 - (a) any provision of the act or any regulation made thereunder or any condition subject to which the licence is issued, is contravened or any direction issued by the Authority is not complied with; or
 - (b) any particular furnished to the Authority is false or inaccurate or any relevant data is suppressed.

- Provided however, prior to such cancellation the Authority affords the person to whom it was issued an opportunity to be heard.
- A person whose licence was cancelled according to this, shall be eligible to apply for a new licence only after the completion of a period of two years from the date of such cancellation.

(II) **Registration Certificate for storage premises of precursor chemicals**

(Form IV- issuing registration certificate for the premises)

Fee for the registration of premises Rs. 5000/-

- Every licensee shall register the premises where the activities relating to the import or export of the aforesaid substances, are carried on with the Authority within one month from the date of the issue of licence for import or export.
- Every such licensee shall make an application in form (IV) with the relevant fee to the authority, within two weeks from the date of issue of the licence for import or export.
- A copy of the clearance issued by the Central Environmental Authority shall be attached to the application.
- The Authority issues the registration certificate within two weeks from the date of receipt of the application and such registration certificate is valid for one year, from the date of issue.

Rejection of Applications belonging to form (IV)

- The Authority does not register any premises in the event that the Authority is not satisfied -
 - (a) of the accuracy of the information provided in the relevant application by the importer or exporter; or

(b) with the manner in which the related activities, are being carried out, by such importers or exporters.

- In the case of such a rejection, the applicant will be informed the cause to reject the application and the Authority affords the applicant an opportunity to be heard.

Duties of the licensed importers and exporters

1. Cooperation to monitor and examine

- Members of the Authority visit the registered premises of the licensee at least once in three months and monitor the activities carried on by using the aforesaid substances.
- In addition to that, the manner of storage of these substances and the use of all relevant equipment, books, documents, registers and records maintained by the licensee shall be examined.
- The Authority inquires into the activities of licensee, request details of activities and inspects the activities where necessary.

2. Submitting the quarterly returns

(Form V - quarterly returns)

- Every licensed importer or exporter of aforesaid substances shall submit the quarterly returns reflecting the import, export, use, manufacture and distribution of such substances to the Authority.
- The first quarterly return shall be submitted within three months from the date of issue of the licence to the Authority.

Cancellation of the Licences

- The Authority may cancel a licence where it is apparent to the Authority that the licensee-
 - (a) has failed to submit the quarterly returns ;
 - (b) has furnished information to the Authority which is false or inaccurate;or
 - (c) has withheld relevant information.

3. Registration of the chemical distributors

- No licensed importer shall sell or give aforesaid substances to any person unless that person is a registered person with the importer.
- Every licensed importer shall maintain a register, for the purpose of such registration and include the following particulars-

The names of the persons who brought or obtained the aforesaid substances from the importer	Names of the substances	Quantities sold, given or obtained	Particulars of the activities for which the aforesaid substances are brought, given or obtained

4. Clearance from the Environmental Authority

- Every licensed importer or exporter of aforesaid substances shall obtain clearance from the Central Environmental Authority for the purpose of storage and disposal, other than by sale to retail end user.

5. **Providing the relevant information to the Authority without any delay.**
- Every licensed importer or exporter shall ensure that the aforesaid substances are stored and protected at the registered premises and shall forthwith inform the Authority or any other appropriate authority of any theft, unexplained loss or suspicious activities relating to such substances.

Cancellation of the Licences

- In the case of a licensee contravening the regulations mentioned under No. 3, 4 and 5, the Authority may cancel the licence of such person in addition to other legal consequences imposed under the aforesaid Act.
- Provided however, prior to such cancellation the Authority affords the person to whom it was issued an opportunity to be heard.

(III) Registration Certificate for dealers of precursor chemicals

(Form VI - issuing of registration certificate)

Fee for the registration of dealers Rs. 4000/-

- Every person who intends to deal with aforesaid substances shall make an application to the Authority in form (VI) with the relevant fee, for the registration.
- A copy of business registration certificate shall be attached to the application.
- The Authority issues the registration certificate within one month from the date of receipt of the application and such a registration certificate is valid for one year, from the date of issue.

(Form VII - amendment of registration certificate)

Fee for amendment to the registration of dealers Rs. 1500/-

- In the case of registered dealer who intends to deal with the substances other than that covered by the current registration certificate out of the aforesaid 23 substances, shall make an application in form (VII) with the relevant fee to the authority to amend the registration certificate, not less than one month prior to dealing with new substances.
- The Authority amends the registration certificate within two weeks from the date of receipt of such an application.
- The amended registration certificate is valid from the date of its issue till the expiration of the original registration certificate.

(Form VIII - renewal of registration certificate)

Fee for the renewal of registration of dealers Rs. 3500/-

- Every registration certificate issued to a dealer shall be renewed annually.
- Every registered dealer shall make an application in form (VIII), with the relevant fee, to the Authority to renew the registration certificate, one month before the expiry of one year from the date of issue or any renewal thereof.
- The Authority renews registration certificate for a further period of one year, within two weeks from the date of receipt of such an application.

Rejection of Applications belonging to form (VI), (VII) and (VIII)

- Where the Authority is not satisfied -
 - (a) of the accuracy of the information provided in the relevant application;or
 - (b) with the manner in which the activities, are being carried out by the dealers, the Authority does not register the applicant.

- In the case of such a rejection, the applicant will be informed the cause to reject the application and the Authority affords the applicant an opportunity to be heard.

Duties of the registered dealers

1. Registration of the precursor chemical distributors

- No registered dealer shall sell or give aforesaid substances to any person unless that person is a registered person with the dealer.
- Every registered dealer shall maintain a register, for the purpose of such registration and including the following particulars, which shall be submitted to the Authority as and when required by the Authority.

Name and address of the persons and end users who purchased or obtained the aforesaid substances	Activities carried on in relation to the aforesaid substances	The particulars relating to the places where the activities are carried on	Names and quantities of the substances involved in such activities
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Cancellation of the Registration Certificates issued to the dealers

- In the case of registered dealer contravening the above regulation, the Authority may cancel the Registration Certificate of such person in addition to other legal consequences imposed under the aforesaid Act.
- The Authority may cancel the registration certificate of the dealer where-
 - (a) any provision of the Act or any regulations made thereunder or any condition in the certificate of registration is contravened or any direction issued by the Authority is not complied with; or

(b) any particulars furnished to the Authority is false or inaccurate or any relevant data is suppressed.

- Provided however, prior to such a cancellation the Authority affords the person to whom it was issued an opportunity to be heard.
- Every dealer whose registration was cancelled in that manner, shall apply for registration only after the expiry of one year from the date of cancellation.

(IV) **Registration Certificate for end users of precursor chemicals**

(Form IX - issuing of registration certificate)

Fee for the registration of end users Rs. 1500/-

- Every person who intends to use (for the purposes of manufacturing and research) with aforesaid substances shall make an application to the Authority in form (IX) with the relevant fee, for the registration.
- A copy of business registration certificate shall be attached to the application.
- The Authority issues the registration certificate within one month from the date of receipt of the application and such a registration certificate is valid for one year, from the date of issue.

(Form X - amendment of registration certificate)

Fee for the amendment of the registration of end users Rs. 500/-

- In the case of registered end user who intends to use with the substances other than covered by the current registration certificate out of the aforesaid 23 substances, shall make an application in form (X) with the relevant fee to the authority to amend the registration certificate, not less than one month prior to use new substances.

- The Authority amends the registration certificate within two weeks from the date of receipt of such an application.
- The amended registration certificate is valid from the date of its issue till the expiration of the original registration certificate.

(Form XI - renewal of registration certificate)

Fee for the renewal of registration of end users Rs. 1000/-

- Every registration certificate issued to an end user shall be renewed annually.
- Every registered end user shall make an application in form (XI), with the relevant fee, to the Authority to renew the registration certificate, one month before the expiry of one year from the date of issue or any renewal thereof.
- The Authority renews registration certificate for a further period of one year, within two weeks from the date of receipt of such an application.

Rejection of Applications belonging to form (IX), (X) and (XI)

- Where the Authority is not satisfied -
 - (a) of the accuracy of the information provided in the relevant application;
 or
 - (b) with the manner in which the activities, are being carried out by the end user, the Authority does not register the applicant.
- In the case of such a rejection, the applicant will be informed the cause to reject the application and the Authority affords the applicant an opportunity to be heard.

Cancellation of Registration Certificates issued to the end user

- The Authority may cancel the registration certificate of the end user where-
 - (a) any provision of the Act or any regulations made thereunder or any condition in the certificate of registration is contravened or any direction issued by the Authority is not complied with; or
 - (b) any particulars furnished to the Authority is false or inaccurate or any relevant data is suppressed.

- Provided however, prior to such a cancellation the Authority affords the person to whom it was issued an opportunity to be heard.

- Every end user whose registration was cancelled in that manner, shall apply for registration only after the expiry of two years from the date of cancellation.