

BIS Toy Certification Documents Checklist

Practical document checklist for businesses seeking BIS certification and compliance support for toys in India.

1. Basic Business Documents

■	Certificate of Incorporation / Business Registration
■	Company / Firm PAN
■	GST Registration Certificate, where applicable
■	Address proof of the manufacturing premises
■	Authorized person details and authorization letter
■	Manufacturing unit details and contact information

2. Toy Product Documents

■	Complete product name and product description
■	Model / product identification details
■	Product photographs and packaging photographs
■	Brand / trademark details, where applicable
■	Product technical specifications
■	Bill of materials / material details, as applicable
■	User instructions, warnings and labels
■	Packaging artwork / label artwork

3. Manufacturing & Quality Documents

■	Manufacturing process / process flow information
■	List of manufacturing machinery and equipment, where relevant
■	Quality control / inspection procedure
■	In-house testing facilities and equipment details, if applicable
■	Details of competent technical / quality personnel, where applicable
■	Factory layout and relevant manufacturing-area information

4. Testing & Certification Records

■	Applicable Indian Standard / toy category identified
■	Test sample details
■	Laboratory test report from the applicable BIS-recognized / approved laboratory, as applicable

■	Test report supporting documents and product identification
■	Any additional test reports required for the applicable product category

5. Additional Documents — Manufacturer / Importer

■	Foreign manufacturer details, where applicable
■	Importer / authorized Indian representative details, where applicable
■	Authorization / agreement documents, where applicable
■	Import-related product and supplier information, where applicable
■	Trademark authorization / brand authorization, where applicable

Important Note

The exact documents and testing requirements can vary depending on the toy category, applicable Indian Standard, manufacturer status, product construction and the current BIS requirements. This checklist is intended as a practical starting point and should be reviewed against the applicable BIS requirements before filing.

Equal Consultancy Services

BIS Registration & Compliance Consultancy | Toy Certification Support | Product Testing & Documentation Assistance | Pan-India Support

Website: equalconsultancy.com