

REGISTRATION GUIDE FOR OVERSEAS PROCESSING FACILITY

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Easy-to-Understand Guide to Registration of a Foreign Food Facility

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Ministry of Food and
Drug Safety

Foreign Food Facility



A facility located abroad (including ships that produce and process marine products) where imported food, etc. (excluding livestock products) is **produced, manufactured, processed, treated, packaged, or stored**

* Applicable law: Article 2 of the Special Act on Imported Food Safety Control

Registering a Foreign Food Facility



Article 5 (Registration of Foreign Food Facilities)

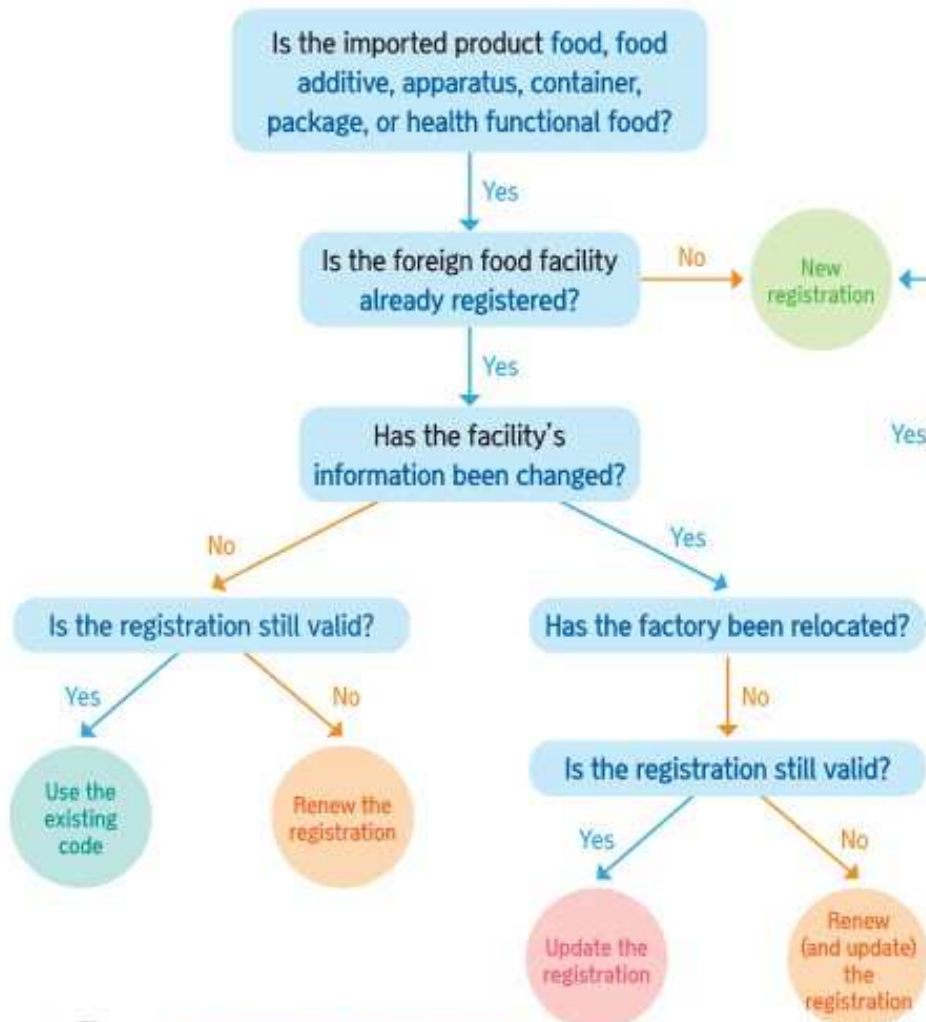
- ① A person who intends to import food, etc. into the Republic of Korea or person who establishes and operates a foreign food facility (hereinafter referred to as "importer, etc.") shall register matters prescribed by the Ordinance of the Prime Minister, such as name and location of and items manufactured by the foreign food facility concerned, with the Minister of Food and Drug Safety before filing an import declaration under Article 20.
- ② Where any modification occurs in the matters registered pursuant to paragraph (1), such modification shall be registered with the Minister of Food and Drug Safety.
- ③ Where the Minister of Food and Drug Safety needs to verify further any matter among matters registered pursuant to paragraphs (1) and (2), he/she may request an importer, etc. to provide the necessary data.
- ④ Where the Minister of Food and Drug Safety deems that a foreign food facility is registered under paragraph (1), or a modified matter is registered under paragraph (2), by fraud or other improper means, he/she shall revoke the registration under paragraph (1).

- ⑤ Where an importer, etc. falls under any of the following, the Minister of Food and Drug Safety may reject an import declaration filed under Article 20:
1. Where the importer, etc. fails to register such matters set forth in paragraph (1) or (2) or registers them by fraud or other improper means;
 2. Where the importer, etc. fails to provide data under paragraph (3) or provides data by fraud or other improper means.
- ⑥ The period of validity of registration of a foreign food facility under paragraph (1) shall be two years from the date of such registration.
- ⑦ The procedures, methods, etc. for registration set forth in paragraphs (1) and (2) shall be prescribed by the Ordinance of the Prime Minister.

* Applicable law: Article 5 of the Special Act on Imported Food Safety Control / Article 2 of the Enforcement Decree of the same Act.



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Flow of Registration
of Foreign Food Facility

Registering an Establishment

If the imported product is livestock or processed livestock product, the facility must be registered as a **foreign establishment through the government of the exporting country**, not as a foreign food facility.

How to Register a Foreign Food Facility



1 Access the “Imported Food Information Maru” website
(<https://impfood.mfds.go.kr>).

- [Join] and [Login]
- 1 E-Civil Complaint ▶ 2 Go to Application ▶ 3 Application for Registration of Foreign Food Facility



2 Choose [Check Duplicate] for foreign food facility information.

Facility information

* Required input

☒ **Redundancy check** **CLICK! 1**

Facility name *

Address *

Nation *

Owner or operator in charge *

E-mail address *

Region

Phone number *

Fax number

Agricultural products: The name of the store is a company that manages packaging or storage facilities and the location of import declaration is used as a packing location.
A business name is a concept of a factory with a real manufacturing process. The concept of where to sell is not included.
An owner means the person in charge of an overseas manufacturing facility.

- For a new registration, enter [Foreign Food Facility Name], [Address], and [Country], and then [Search]. ► If there is no duplicate registration, click the magnifier (Region) at the bottom. ► Click [Search] and select the region.
- For an update or renewal of registration, click "Search Business" and select to create the existing registration information automatically and make the necessary changes.
 - * In the event of a change of factory address, new registration is required.
- Enter [Representative], [Phone Number], [Email Address], and [FAX].

3 Enter [Food Product Information] and [Business Information]

Food information

* Required input

CLICK! 1

Production item * (Multiple choices available)

☐ Agricultural products ☐ Processed foods ☐ Apparatus, containers, packages ☐ Fishery products ☐ Food additives ☐ Health functional food

Detailed items (Select a detailed item to be imported from the relevant manufacturer.)

☒ **Add items**

* Required input

CLICK! 2

Item Code	Item Name(Kor)	Item Name(Eng)	Delete
Please Add Items			

- It is now required to enter [Subitem] for the production item(s) to be imported.

- * For categories of subitems, refer to Food Standards and Specifications (Ministry of Food and Drug Safety Notice).
- For agricultural and fishery products, register the foreign food facility according to the type of processing.
 - * [Agricultural Products] : Farms, mixed farm facilities(farm and simple processing facility), and collection facilities
 - [Fishery Products] : Fishery product manufacturers and processors , ships, and aquafarms
- Select an applicable management system(e.g., HACCP and ISO22000), etc.
 - ▶ Enter details.

C- Business information

* Required input

Business type *
(Multiple choices available)

Detailed Business type

Management System Status *

Food management system

Whether certified by a certification body *

Title of certification

Certification date

Certification body

Expiration date

CLICK! 1

CLICK! 2



