

Design and Implementation of an Interoperable Risk based Food Safety Inspection Information Management System (IIMS) for the FCAU of Ministry of Health

User Training Guide

Bottled Water Manufacturing and Registration Management Module

Prepared By



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Key Summary

Project Name	Design and Implementation of an Interoperable Risk based Food Safety Inspection Information Management System (IIMS) for the FCAU of Ministry of Health
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Approver	Food Control and Administration Unit (FCAU) of Ministry of Health (MOH)
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1. Bottled Water Registration

The Bottled Water Registration module enables manufacturers to obtain regulatory approval for bottled water production and distribution. The process includes application submission, document verification, facility inspection, laboratory assessment, Sri Lanka Standards Institution (SLSI) validation, multi-level approval, certificate issuance, and ongoing compliance monitoring.

Due to the public health significance of bottled water products, this registration process includes additional validation and certification requirements compared to standard manufacturing registrations.

Manufacturer Registration

A manufacturer must first register with the FCAU IIMS and create a user account to access Bottled Water Registration services.

Once registered, the manufacturer shall complete the Bottled Water Registration application and provide all required information and supporting documentation.

Required documents may include:

- Site plans
- Factory layout drawings
- Manufacturing process details
- Product information
- Product labels
- Quality assurance documentation
- Compliance certificates and supporting regulatory documents



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.

1
Account Setup

2
 Facility Info

3
 Location

4
 Water Source

5
 Brands

6
 Documents

Official Regulatory Instructions & Guidelines

i

Please review the official Ministry of Health (FCAU) instructions and regulatory requirements for Bottled Water Registration before proceeding. Click the link to view details.

View Official Instructions ↗

↗ Opens in a new tab

Name of the Representative * ⓘ

e.g. John Doe

Email Address * ⓘ

e.g. john.doe@example.com

Password * ⓘ

••••••••
👁

ⓘ Min 8 characters

ⓘ Uppercase & lowercase letters

ⓘ Numbers ⓘ Special char

Confirm Password * ⓘ

••••••••
👁

Next: Facility Info

Already have an account ? [Sign In Here](#)

Figure 1 Registration flow Step 1



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.

✓
Account Setup

2
Facility Info

3
Location

4
Water Source

5
Brands

6
Documents

i

Facility Standards & Ownership Compliance

Ensure your facility specifications, land extent, and legal ownership tenure comply with official FCAU guidelines. Click the link to review regulatory details.

View Official Instructions [↗](#)

↗ Opens in a new tab

Unit Name (Facility Name) * i

e.g. Aqua Pure Bottling Plant

Managing Director * i

e.g. Jane Smith

Land Extent (Perches) * i

e.g. 200

Firm Type * i

Select Firm Type... ▼

Authorized Person * i

e.g. Robert Johnson

Ownership Tenure * i

Select Tenure... ▼

Back

Next: Location

Already have an account ? [Sign In Here](#)

Figure 2 Registration flow Step 2



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.

✓
Account Setup

✓
Facility Info

3
Location

4
 Water Source

5
 Brands

6
 Documents

i

Factory Location & Boundary Regulations

Refer to official FCAU instructions for plant location, MOH/PHI administrative boundaries, and GPS coordinates verification. Click the link for more information.

[View Official Instructions](#)

↗ Opens in a new tab

Street Address * ⓘ

e.g. 123 Industrial Estate, Colombo

Mobile Phone Number * ⓘ

☎

Landline Number (Optional) ⓘ

☎

Province * ⓘ

Western ▼

District * ⓘ

Select District... ▼

MOH Area * ⓘ

Select MOH Area... ▼

PHI Area * ⓘ

Select PHI Area... ▼

GN Division * ⓘ

Select GN Division... ▼

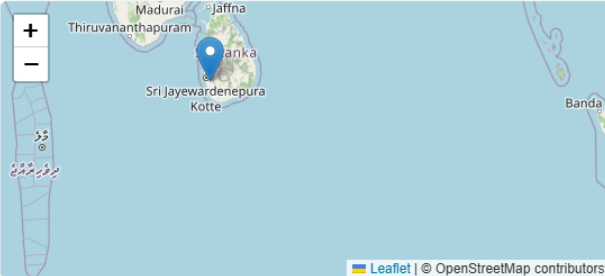
Geographic Coordinates (GPS) * ⓘ

6.707572

80.068359

Type coordinates or click/drag the pin on the map below.

Facility Location Map ⓘ



Click on the map or drag the pin to set your facility location.

Back

Next: Water Source

Already have an account? [Sign In Here](#)

Figure 3 Registration flow Step 3



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.

- ✓

Account Setup
- ✓

Facility Info
- ✓

Location
- 4

Water Source
- 5

Brands
- 6

Documents

Water Source Technical Guidelines (Geological & Pumping Test)



Review official hydrogeological abstraction standards. For Tube Wells and Springs, a Pumping Test Report is mandatory while the Geological Investigation Report is optional. For Other drinking water sources, specify the source and provide a mandatory Pumping Test Report.

[View Official Instructions](#) 

 Opens in a new tab



Please provide information about **all water sources** that belong to your **first brand** being registered now. These will be automatically linked to your initial brand.

Primary Source

Source Type * 

Select Source...

Distance to Plant * 

e.g. 1.5

km

Geological Test / Investigation
Report (Optional) 

Choose File

No file chosen

Optional for Tube Well / Spring. Accepted:
PDF, JPG, PNG. Max 10MB.

Pumping Test Report * 

Choose File

No file chosen

Mandatory for Tube Well / Spring.
Accepted: PDF, JPG, PNG. Max 10MB.

[+ Add Another Water Source](#)

[Back](#)

[Next: Brands](#)

Already have an account ? [Sign In Here](#)

Figure 4 Registration flow Step 4



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.

✓
Account Setup

✓
Facility Info

✓
Location

✓
Water Source

5
Brands

6
Documents

i

Brand Standards & SLS Conformity Regulations

Check SLS certification standards (SLS 894 / SLS 1038), product categories, and packaging label disclosures. Click the link to read official rules.

View Official Instructions

🔗 Opens in a new tab

Provide information about your brands.

Brand 1

Brand Name * 📘

e.g. Crystal Clear

Water Category * 📘

Select Category... ▼

Logo Image / Trademark Certificate * 📘

Choose Files

No file chosen

Accepted formats: JPG, PNG, PDF. Max size: 10MB.

Back

Next: Documents

Already have an account ? [Sign In Here](#)

Figure 5 Registration flow Step 5



FOOD SAFETY REGULATORY INFORMATION MANAGEMENT SYSTEM
Food Control Administration Unit
Ministry of Health

Bottled Water Facility Registration

Create your account and register your facility to begin compliance.


Account Setup


Facility Info


Location


Water Source


Brands


Documents

Mandatory Documents Submission Checklist

i

Verify all required layout plans, certified surveyor plans, flow charts, and personnel medical reports against the official FCAU checklist. Click the link to view.

[View Official Instructions](#)
↗ Opens in a new tab

Upload the mandatory facility documents.

Accepted formats: PDF, JPG, PNG. Max size: 5MB per file.

GIS (Geographic Information System) Location Proof * ⓘ Choose File No file chosen	Certified Survey Plan * ⓘ Choose File No file chosen
Factory Layout Plan * ⓘ Choose File No file chosen	Process Flow Chart * ⓘ Choose File No file chosen
Organization Hierarchy Chart * ⓘ Choose File No file chosen	Personnel Medical Fitness Report * ⓘ Choose File No file chosen
Legal Title Deed * ⓘ Choose File No file chosen	Lease Agreement * ⓘ Choose File No file chosen
Brand Name Registration Certificate ⓘ Choose File No file chosen Brand Name Registration certificate. Formats: PDF, JPG, PNG. Max: 10MB.	Trade License / Business Registration Certificate ⓘ Choose File No file chosen Trade license or Business Registration certificate. Formats: PDF, JPG, PNG. Max: 10MB.
Intellectual Property Document ⓘ Choose File No file chosen Trademark or IP certificate for brand. Formats: PDF, JPG, PNG. Max: 10MB.	Any Institution that have the expertise in the required field (Ex: Water Board or SLSI or IIT) ⓘ Choose File No file chosen e.g. Water Board, SLSI, ITI, or accredited institutions. Formats: PDF, JPG, PNG. Max: 10MB.
Other Supporting Documents (Facility Level) ⓘ Choose File No file chosen .ZIP only Optional facility supporting documents. Format: .ZIP only. Max size: 50MB.	Other Supporting Documents (Brand Level) ⓘ Choose File No file chosen .ZIP only Optional brand supporting documents. Format: .ZIP only. Max size: 50MB.

Back

Register Facility

Already have an account ? [Sign In Here](#)

Figure 6 Registration flow Step

2. Application Review and Fee Assessment

FCAU reviews the submitted application and supporting documentation to verify completeness and compliance with regulatory requirements.

Upon successful validation of the application, the system generates a payment request which may include:

- Registration fees
- Distance-based inspection charges
- Other applicable regulatory fees

The manufacturer must complete the required payment before the application proceeds to the inspection and validation stages.

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F

Application Details — Bottled Water

Home • Application Details — Bottled Water

Bottled Water Application

Aqurim Water Plant

Reference: BW-01a01d59-8d03-7023-ae0f-422292bd55f7

← Back to Applications

Facility Info

Water Sources

Brands

Documents

Review & Decision

Facility & Company Verification

Unit Name	Aqurim Water Plant	✓ Verified
Firm Type	Public	✓ Verified
Managing Director	Mr. Perera	✓ Verified
Authorized Person Name	Kamal	✓ Verified
Address Street	27/2, Haliella, Badulla,	✓ Verified
Land Extent (Perches)	180.00	✓ Verified
Ownership Tenure	Owned	✓ Verified
Latitude	6.959102	✓ Verified
Longitude	81.024170	✓ Verified

Step 1 of 4: Facility Verification

Next: Water Sources →

Figure 7FCAU admin review form

Figure 8 FCAU admin review documents

The screenshot displays the 'Application Details — Bottled Water' page. At the top, there is a breadcrumb trail: 'Home • Application Details — Bottled Water'. Below this, a section titled 'Bottled Water Application' shows the name 'Aqurim Water Plant' and a reference ID 'BLI-01a01d59-8d03-7023-ae0f-422292bd55f7'. A 'Back to Applications' button is located to the right. A navigation bar contains tabs for 'Facility Info', 'Water Sources', 'Brands', and 'Documents', with a 'Review & Decision' button on the right. The 'FCAU Final Review & Decision' section includes an 'Inspection Summary' box with instructions to verify details across all tabs. At the bottom, three action buttons are provided: 'Return for Correction' (orange), 'Reject Application' (red), and 'Approve Data (Move to Payment)' (green).

Figure 9 FCAU admin review action

Invoice Detail

Home • Invoice Detail

FCAU IIMS

Official Invoice Advice

INVOICE #INV-2026-000053

Date Issued: 20th August 2026

Invoice To:

Aqurim Water Plant
27/2, Haliella, Badulla,
Sri Lanka
hmymahela78+water+supplier@gmail.com

Payment Details & References:

Status: Pending
Internal Ref: **BW-2026-6635**
Category: **Bottel Water Registration**

ITEM	COST	QTY	PRICE
Inspection	LKR 5,000.00	1	LKR 5,000.00
Subtotal:			LKR 5,000.00
Due Total:			LKR 5,000.00

On your remittance, please quote our invoice Number **#INV-2026-000053**

Important:

The total invoiced amount must be received by FCAU.
All taxes, bank handling charges including corresponding bank charges should be paid by the applicants.

"THIS IS A COMPUTER-GENERATED ADVICE DOES NOT REQUIRE A SIGNATURE."

Download PDF

Pay Invoice

Back to List

Figure 10 Payment invoice

Review Payment

Home • Review Payment

← Back to Review List

Invoice Details

TOTAL INVOICE DUE

LKR 5,000.00

UNDER REVIEW

Invoice No.

INV-2026-000053

Invoice To

Aqurim Water Plant

Email Address

hmymahela78+water+supplier@gmail.com

Internal Reference

BN-2026-6635

Invoice Date

20 Aug 2026, 04:32 AM

Created By

Amila Prasanna

Sub Total

LKR 5,000.00

Payment Submission

REC-2026-000038

Submitted By

Amila Prasanna

Amount Deposited

LKR 5,000.00

Bank Branch / Portal

BOC

Reference / Slip No.

460965

Slip / Cheque Date

20 Aug 2026

Deposit Timestamp

20 Aug 2026, 12:00 AM

Payer Remarks

Inspection payments

Uploaded Bank Slip

View & Verify Slip Attachment

Review Action

Approve

Reject

Approval Remarks (optional)

Enter notes or confirmation reference (optional)...

Approve & Settle Invoice

Figure 11 FCAU admin payment review form

3. Regulatory Assessment and Validation Process

Following the initial review, the application proceeds through multiple regulatory assessment processes involving FCAU, District Food and Drug Inspectors (DFDI), Public Health Inspectors (PHI), the Medical Officers of Health (MOH), and the Sri Lanka Standards Institution (SLSI).

These assessments may occur concurrently depending on the applicable regulatory requirements.

DFDI / PHI Inspection Process

FCAU assigns an authorized inspection officer, such as a Public Health Inspector (PHI) or District Food and Drug Inspector (DFDI), to conduct an on-site inspection of the manufacturing facility.

During the inspection, the officer records:

- Facility observations
- Compliance findings
- Inspection remarks
- Regulatory assessment details

All inspection information is maintained within the system for further review and approval.

Application Details — Bottled Water
Home • Application Details — Bottled Water

Bottled Water Application
Aqurim Water Plant
Ref: BW-2026-6635 Facility: Pending Brand: Pending MOH And SLSI Validation

Navigation Bar:
 Facility Info (selected) | Water Sources | Brands (1) | Lab Samplings | Review & Decision

UNIT NAME	FIRM TYPE	SYSTEM STATUS
Aqurim Water Plant	Public	Pending

MANAGING DIRECTOR	AUTHORIZED PERSON	ADDRESS
Mr. Perera	Kamal	27/2, Haliella, Badulla,

LAND EXTENT	OWNERSHIP TENURE	COORDINATES
180.00 Perches	Owned	6.959102, 81.024170

FACILITY LOCATION

Map showing the location of Aqurim Water Plant at 27/2, Haliella, Badulla. The map includes labels for Watugedaraagama, Deensland, Hali-Elia, Medapitigama, and Main Line. The map is powered by Leaflet and OpenStreetMap contributors.

Figure 12 MOH Application view

Application Details — Bottled Water

Home • Application Details — Bottled Water

Bottled Water Application

Aqurim Water Plant

Ref: BW-2026-6635
Facility: Pending
Brand: Pending MOH And SLSI Validation

Back

Facility Info
Water Sources
Brands 1
Lab Samplings
Review & Decision

Review & Decision

Moh

Assign an Inspector

No inspector has been assigned to this facility yet. Please select a role and assign an inspector to evaluate it.

Inspector Role *
Inspector (User) *

— Select Role —

— Select Role First —

Assign Inspector

Figure 13 DFDI / PHI assign view

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4. Sample Collection and Laboratory Testing

Based on the inspection findings, FCAU determines whether laboratory testing is required.

If Sampling is Not Required

The inspection report is submitted directly for regulatory review and approval.

Application Details — Bottled Water
Home • Application Details — Bottled Water

[Bottled Water Application](#)

Aquirm Water Plant [← Back](#)

Ref: BW-2026-6635 Facility: Pending Brand: Pending MOH And SLSI Validation

[Facility Info](#) [Water Sources](#) [Brands 1](#) **[Field Reports 1](#)** [Lab Samplings](#) [Review & Decision](#)

STATUS
Assigned

SAMPLE COLLECTED
× No

CHECKLIST
No checklist provided.

REMARKS
No remarks provided.

Compliance Certificate Ledger (Previous Approvals)

Status	Grade / Score	Compliance Level	Issue Date	Action Taken	Actions
Active	A 100.0%	High Compliance	Aug 20, 2026 06:30 AM	ROUTINE_LOOP	Print Alert

Figure 14 Field report

Application Details — Bottled Water

Home • Application Details — Bottled Water

Bottled Water Application

Aqurim Water Plant

Ref: BW-2026-6635 Facility: Pending Brand: Pending MCH And SLI Validation

Back

Inspection scheduled successfully.

Facility Info Water Sources Brands Field Reports Lab Samplings Review & Decision

Review & Decision Inspector

Field Inspection & Verification

You have been assigned to inspect this facility. Complete the digital inspection checklist, attach photographic evidence, and manage laboratory sampling below. You can also provide final lab result verification if lab results are already known.

1. Schedule Inspection

Inspection Scheduled

You have an active scheduled visit set for 21 Aug. 2026. You can confirm a new date below to reschedule if necessary.

Set your target date for the physical inspection visit. *

Target Date

mm/dd/yyyy

Confirm Schedule

2. Laboratory Sampling Requirement

Are physical bottled water samples required for laboratory testing? *

Yes, Send for Lab Test

Initiate microbiological or chemical test request. Final recommendation waits for lab reports.

No, Grade Immediately

Inspection is complete and no physical samples require lab analysis. Proceed with immediate grading.

2. Digital Inspection Checklist

Hygiene Standards Met

Equipment Calibrated

Source Protection Verified

3. Supporting Evidence

Site Photos *

Choose Files 2 files

Upload photographic evidence of the site visit.

Additional Remarks

Enter any additional observations here...

4. Final Lab Result Verification

Final Lab Result Verification (Optional now)

— Select Decision —

You can fill this now if you already have the lab results, or do it later.

☒ I confirm that the physical inspection is fully completed and all data entered is accurate.

Submit Inspection

Figure 15 If sample not required section

If Sampling is Required

Where laboratory testing is necessary, the following process is followed:

1. Product samples are collected from the manufacturing facility.
2. Samples are submitted to the designated laboratory.
3. Applicable laboratory testing charges are generated.
4. Laboratory analysis is performed.
5. Test results are received and recorded in the system.
6. Results are considered during the compliance evaluation process.

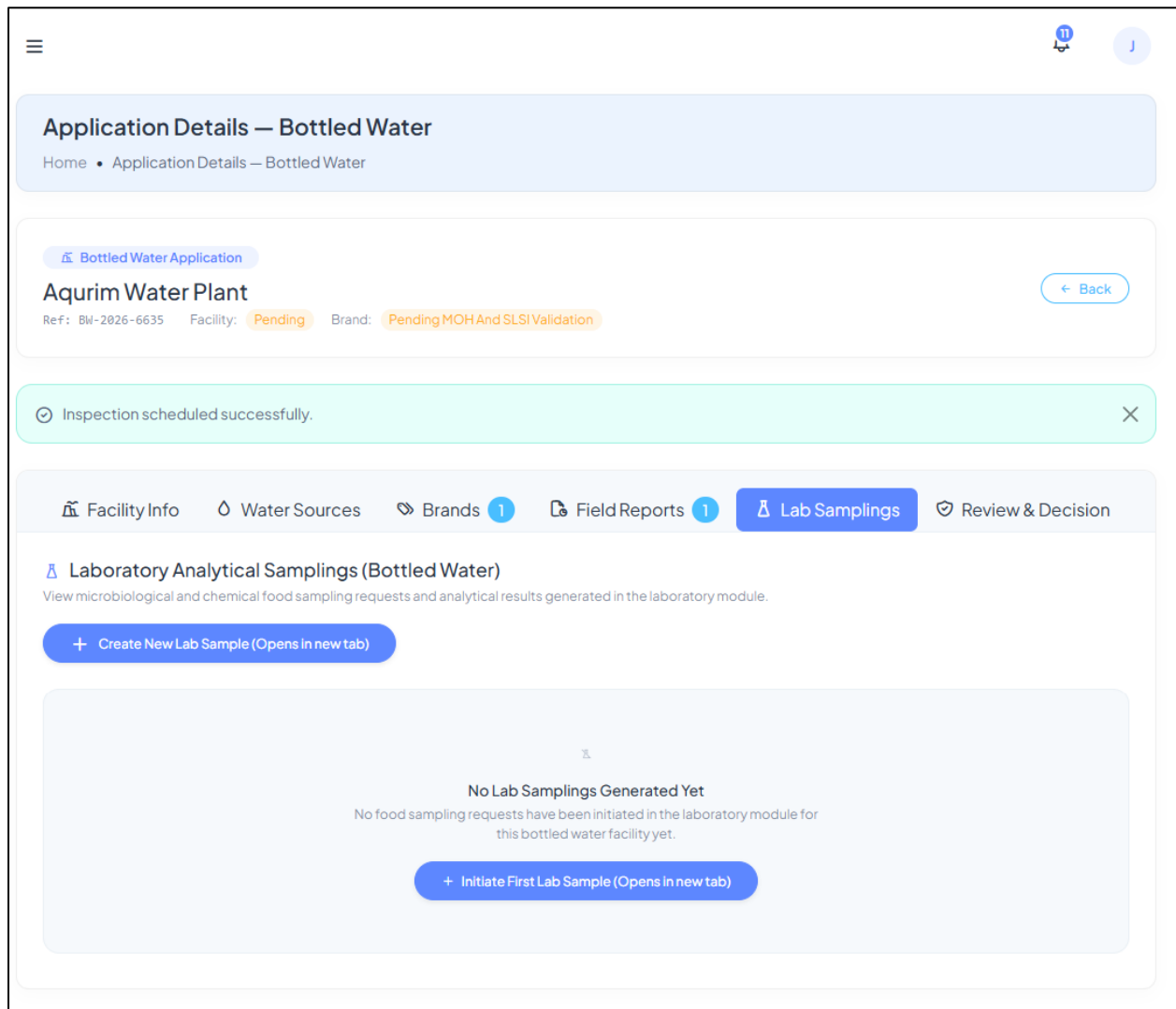


Figure 16 Lab sample view option

Food Sampling to Laboratory (Bottled Water)

Home • Food Sampling to Laboratory (Bottled Water)

Food Sampling to Laboratory (Bottled Water)

Process Type *

Bottled Water

Date of Sampling *

08/20/2026

Time of Sampling *

06:02 AM

Food Category *

Food Manufacturing

Food Item *

Auqrim Botteld Water

Food Sub Category *

Bottled Water

Formal/Informal *

- Select -

Nature of Food *

Drinking_Water

Place of Sampling *

27/2, Haliella, Badulla,

Name of the Seller/Organization/Organizer *

Aqrim Water Plant

Owner of the Premise *

Kamal

Laboratory Dispatches

+ Add Laboratory

Laboratory *

- Select -

Sample Number *

FSN/2026/08/20/46/1

Number of Samples *

Quantity of Food *

e.g. 500g, 1L

Mandatory fields are displayed in asterisk mark (*)

Save & Submit

Figure 17 Sample create form

Application Details — Bottled Water
Home • Application Details — Bottled Water

Bottled Water Application
Aqurim Water Plant
Ref: BM-2026-6635 Facility: Pending Brand: Pending MOH And SLSI Validation

Facility Info **Water Sources** **Brands** 1 **Field Reports** 1 **Lab Samplings** 1 **Review & Decision**

Laboratory Analytical Samplings (Bottled Water)
View microbiological and chemical food sampling requests and analytical results generated in the laboratory module. [Send Retest \(Opens in new tab\)](#)

SAMPLE / INVOICE #	PROCESS TYPE	CREATED DATE	STATUS	ANALYTICAL RESULT	INSPECTOR EVALUATION	ACTION
FSN/2026/08/20/46/2	BOTTLED WATER	20 Aug, 2026	Tested & Complete	✓ Compliant / Pass	Evaluate Result	View Form Memorandum Report

Figure 18 Sample preview section

5. FCAU Verification and Review

After completion of the inspection, laboratory, and SLSI assessment processes, FCAU performs a comprehensive review of all submitted and generated records.

The review includes:

- DFDI and PHI inspection reports
- Laboratory test results
- SLSI recommendations
- Supporting documentation
- Regulatory compliance requirements

The application is then prepared for the approval workflow.

The screenshot displays the 'Application Details — Bottled Water' page. At the top, there's a breadcrumb trail: 'Home • Application Details — Bottled Water'. Below this, a section titled 'Bottled Water Application' contains the application name 'Aqurim Water Plant' and a 'Back' button. Metadata includes 'Ref: BW-2026-6635', 'Facility: Pending', and 'Brand: Pending MOH And SLSI Validation'. A navigation bar shows icons for Facility Info, Water Sources, Brands (1), Field Reports (1), Lab Samplings (1), SLSI Recommendations, and a highlighted 'Review & Decision' button. The 'Review & Decision' section includes a 'Verify Recommendations' step with instructions to verify MOH and SLSI recommendations before releasing the application. Below this is a 'Verification Checklist' with two items: 'MOH Recommendations Verified' and 'SLSI Recommendations Verified', each with an unchecked toggle switch. A green 'Release to Assistant Director' button is positioned at the bottom right of the checklist area.

Figure 19 FCAU Verification Screen

6. Approval Workflow

The Bottled Water Registration application proceeds through the defined approval hierarchy.

The approval workflow consists of the following stages:

1. Assistant Director review and recommendation.
2. Director review and recommendation.
3. Deputy Director General review and recommendation.
4. Director General final approval.

Each approving authority reviews the application and records their recommendation or decision within the system.

The screenshot displays the 'Application Details — Bottled Water' interface. At the top, there's a breadcrumb trail: 'Home • Application Details — Bottled Water'. Below this, a section titled 'Bottled Water Application' shows the application name 'Aqurim Water Plant' and its reference number 'Ref: BW-2026-6635'. The status of the application is 'Pending', and the brand is 'Pending AD Verification'. A 'Back' button is visible. The main navigation bar includes links for 'Facility Info', 'Water Sources', 'Brands' (with a count of 1), 'Field Reports' (with a count of 1), and 'Lab Samplings' (with a count of 1). The 'Review & Decision' section is active, showing a checklist item 'I verify that all application details, water sources, field reports, and supporting documents have been checked and verified.' with a checked checkbox. Below the checklist, there's a form with an 'Action' dropdown menu set to 'Recommend to Director', a 'Remarks' text area with the placeholder 'Optional unless rejecting', and a 'Submit' button.

Figure 20 Approval Workflow Screen

The screenshot displays the 'Application Details — Bottled Water' page. At the top, there's a breadcrumb trail: Home > Application Details — Bottled Water. Below this, a section titled 'Bottled Water Application' shows the application name 'Aqurim Water Plant'. Below the name, there are status indicators: 'Ref: BW-2026-6635', 'Facility: Pending', 'Brand: Pending Director Approval', and 'Director'. A 'Back' button is located to the right. A navigation bar below contains links for Facility Info, Water Sources, Brands (with a count of 1), Field Reports (with a count of 1), Lab Samplings (with a count of 1), SLSI Recommendations, Recommendations (with a count of 1), and Review & Decision. The 'Recommendations' link is highlighted. Below the navigation bar, a message states: 'Showing approval chain recommendations visible to your role (DIRECTOR)'. The main content area shows an approval chain entry for 'Assistant Director' with a 'Verified' status and a 'Verified & Recommended' button. Below this, the 'BRAND' is listed as 'Aqurim Bottled Water'. The 'REMARKS / RECOMMENDATION' section contains a text box with the placeholder text 'My recommendation to Director'.

Figure 21 Director review and recommendation

Application Details — Bottled Water
Home • Application Details — Bottled Water

Bottled Water Application

Aqurim Water Plant
Ref: BW-2026-6635 Facility: Pending Brand: Pending Director Approval Director ← Back

Facility Info Water Sources Brands 1 Field Reports 1 Lab Samplings 1
SLSI Recommendations Recommendations 1 Review & Decision

Review & Decision Director

Recommend this application forward to the Deputy Director General.

☒ I verify that all application details, water sources, field reports, and supporting documents have been checked and verified.

Action	Remarks
Recommend to Deputy Director General	Optional unless rejecting

✓ Submit

Figure 22 DDG review and recommendation

The screenshot shows the 'Application Details — Bottled Water' page for 'Aqurim Water Plant'. The breadcrumb trail is 'Home • Application Details — Bottled Water'. Below the application title, there is a 'Bottled Water Application' tab and a 'Back' button. The application details include: Ref: BW-2026-6635, Facility: Pending, Brand: Pending Ddg Approval, and Deputy Director General. A navigation bar shows 'Facility Info', 'Water Sources', 'Brands' (1), 'Field Reports' (1), 'Lab Samplings' (1), 'SLSI Recommendations', 'Recommendations' (2), and 'Review & Decision'. A note states: 'Showing approval chain recommendations visible to your role (DDG)'. The 'Recommendations' section displays two entries: 'Assistant Director' and 'Director', both with 'Verified' and 'Verified & Recommended' status. The 'Assistant Director' entry has a remark: 'My recommendation to Director'. The 'Director' entry has a remark: 'I recommend this to the Deputy Director General'.

Figure 23 Deputy Director General review section

The screenshot shows the 'Application Details — Bottled Water' page for 'Aqurim Water Plant'. The breadcrumb trail is 'Home • Application Details — Bottled Water'. Below the application title, there is a 'Bottled Water Application' tab and a 'Back' button. The application details include: Ref: BW-2026-6635, Facility: Pending, Brand: Pending DG Approval, and Director General. A navigation bar shows 'Facility Info', 'Water Sources', 'Brands' (1), 'Field Reports' (1), 'Lab Samplings' (1), 'SLSI Recommendations', 'Recommendations' (3), and 'Review & Decision'. A note states: 'Showing approval chain recommendations visible to your role (DG)'. The 'Recommendations' section displays three entries: 'Assistant Director', 'Director', and 'Deputy Director General', all with 'Verified' and 'Verified & Recommended' status. The 'Assistant Director' entry has a remark: 'My recommendation to Director'. The 'Director' entry has a remark: 'I recommend this to the Deputy Director General'. The 'Deputy Director General' entry has a remark: 'I recommend this to the Director General'.

Figure 24 Director General review section

Final Approval Outcome

If the Application is Approved

When all regulatory requirements have been satisfied:

1. A Bottled Water Registration Certificate is issued.
2. A unique registration number is assigned.
3. The certificate validity period is recorded.
4. The manufacturer is notified of the approval.

The certificate information becomes available within the manufacturer's account for future reference.

The screenshot displays the 'Application Details — Bottled Water' page in the PROCONS system. The breadcrumb trail shows 'Home > Application Details — Bottled Water'. A blue button labeled 'Bottled Water Application' is at the top left, and a blue 'Back' button is at the top right. The application name 'Aqurim Water Plant' is prominently displayed, with 'Ref: BW-2026-6635', 'Facility: Pending', and 'Brand: Pending Certificate Issuance' listed below it. A navigation bar contains icons and labels for 'Facility Info', 'Water Sources', 'Brands' (with a blue circle containing '1'), 'Field Reports' (with a blue circle containing '1'), 'Lab Samplings' (with a blue circle containing '1'), 'SLSI Recommendations', 'Recommendations' (with a blue circle containing '4'), and a blue 'Review & Decision' button. Below this, the 'Review & Decision' section is active, showing a green 'Issue Certificate' button and a message: 'The application has been approved by the Director General. Please set the certificate issue and expiry dates to finalize and issue the certificate.' At the bottom, there are two date pickers: 'Issue Date' (set to 08/20/2026) and 'Expiry Date' (set to 08/20/2027, with a '(Default: 1 yr)' note). To the right of these are two buttons: a green 'Issue' button and a red 'Reject' button.

Figure 25 FCAU Admin final approval



**CERTIFICATE OF REGISTRATION FOR BOTTLED WATER
FACILITY**

THE GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

BOTTLED WATER CERTIFICATION

This Certificate has been awarded to

WATER FACILITY 23

*In recognition of the organization's compliance with the Food Act, No. 26 of 1980
and Regulations made thereunder for the purpose of manufacturing/
bottling of drinking water.*

Certificate Number: BW/CFA/2026/01A15E

Date of Registration: 21.10.2026

Expiry Date: 21.10.2027

The scope of activities covered by this certificate applies to the following brand:
Water Brand Two Three (Drinking Water)



Scan to Verify

prera

**Director General of Health
Services**
Food Control Administration
Unit
Date: 21.10.2026

Figure 26 Certificate Sample

If the Application is Rejected

If the application fails to meet the required regulatory requirements:

1. A rejection notification is issued.
2. The reasons for rejection are recorded in the system.
3. Required corrective actions are communicated to the manufacturer.

The manufacturer may take corrective measures and submit a new application or follow any applicable appeal procedures.

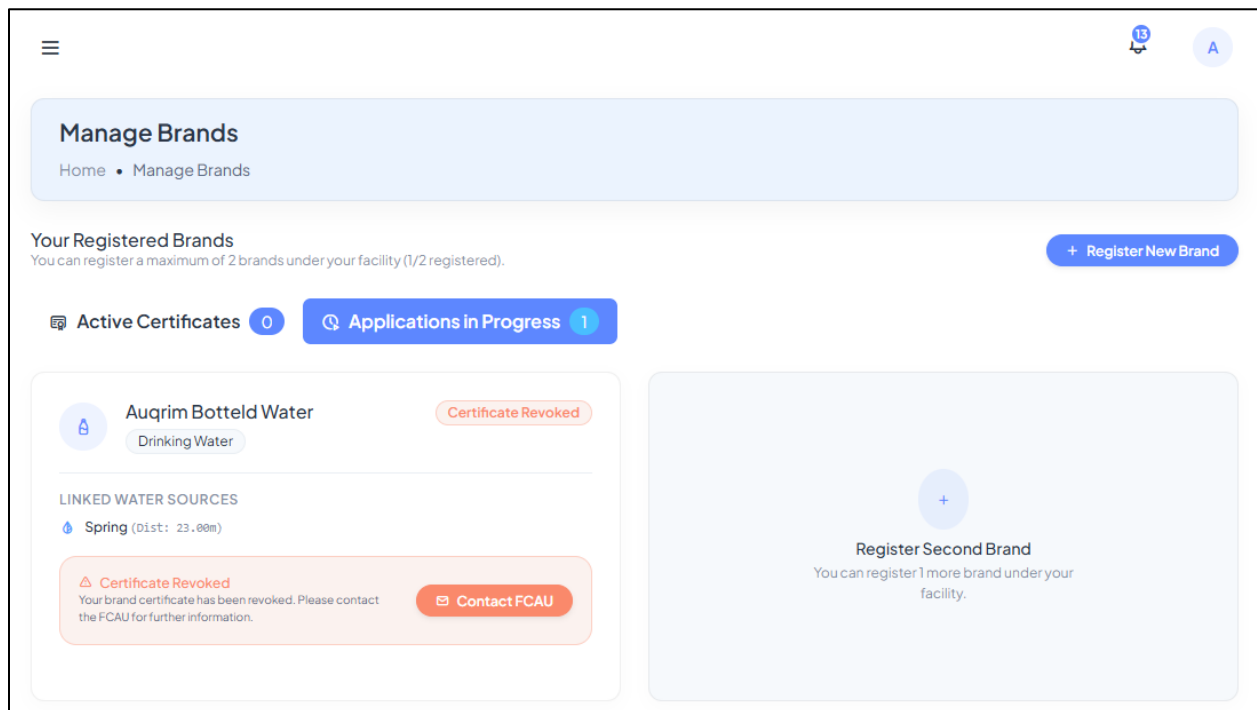


Figure 27 Rejected Application Screen

7. Post-Registration Compliance Monitoring

Registered bottled water manufacturing facilities remain subject to ongoing regulatory monitoring.

Monitoring activities may include:

- Periodic surveillance inspections
- Quality monitoring activities
- Follow-up inspections
- Compliance assessments
- Regulatory investigations

Inspection findings and monitoring activities are recorded within the system to support traceability and regulatory oversight.

Where non-compliance is identified, FCAU may initiate one or more of the following actions:

- Corrective Action Requests
- Additional inspections
- Certificate Suspension
- Certificate Cancellation
- Other regulatory enforcement actions permitted by law

Bottled Water Application Details

Home • Bottled Water Application Details

Bottled Water Brand Inspection

Lanka Mineral Water

App No: BW-2026-5396 Facility Type: Bottled Water Facility: Lanka Water Status: Active

[← Back](#)

Application Overview **Certificate Ledger** Required Actions Pending

Compliance Certificate Ledger [Revoke Active Registration](#)

Status	Grade / Score	Compliance Level	Issue Date	Action Taken	Actions
Active	A 100.0%	High Compliance	Aug 18, 2026 08:43 AM	ROUTINE_LOOP	View Edit

Figure 28 Compliance Monitoring Screen

8. Renewal Process

Manufacturers must submit a renewal request before the certificate expiry date.

The renewal process follows the applicable workflow, which may include:

- Document verification
- Payment processing
- Inspection activities
- Laboratory testing where required
- SLSI validation where applicable
- Regulatory approvals

Upon successful completion of the renewal process, the certificate validity period is extended.

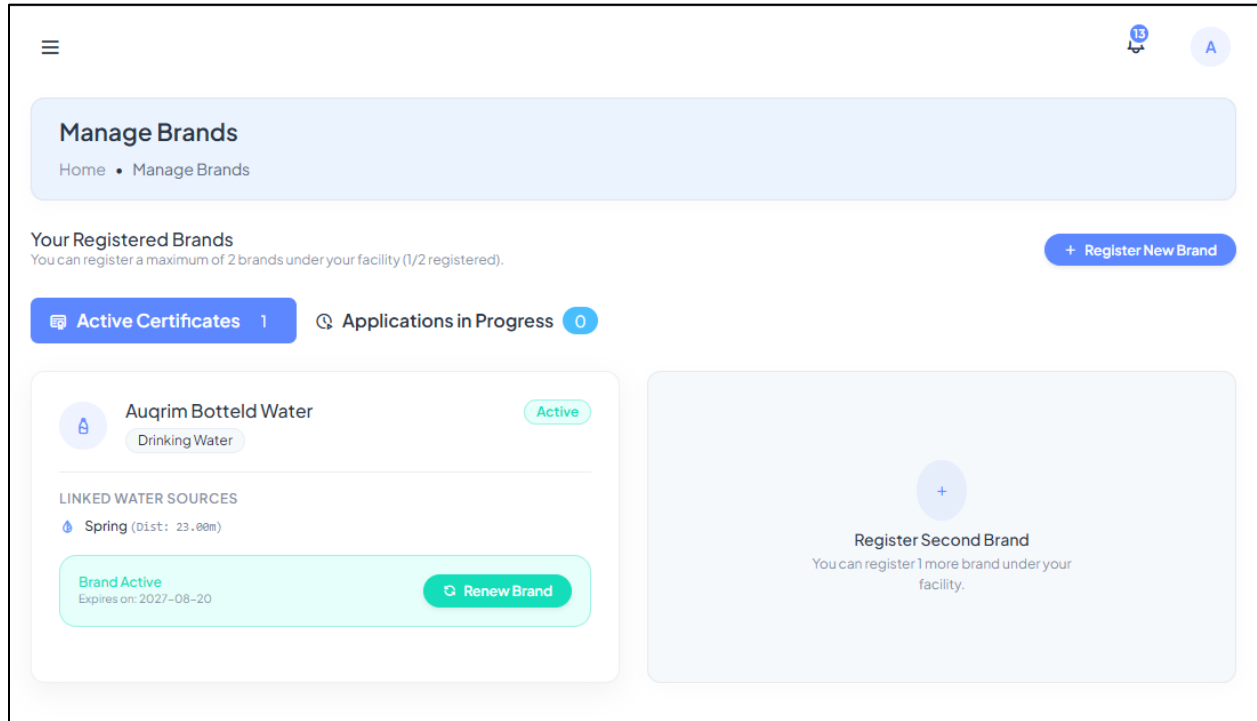


Figure 29 Renewal Application Screen

Figure 30 Renewal Application form

9. Amendment Process

Manufacturers may submit amendment requests to update information associated with an existing Bottled Water Registration.

Examples of amendments may include:

- Business information updates
- Facility information changes
- Product information modifications
- Label updates
- Other registered information changes

FCAU reviews the amendment request and determines whether additional inspections, laboratory testing, or SLSI validation activities are required.

Following approval by the relevant authority:

1. The amended information is recorded in the system.
2. Updated certificate information is generated where applicable.
3. The manufacturer is notified of the approved changes.

Figure 31 Amendment Approval Screen

