

**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

Premises Registration and Life Cycle Management Module

Prepared By



PROCONS INFOTECH (PVT) LTD

171 2/1, NAWALA ROAD, NUGEGODA, SRI LANKA.

T: +94 11 2199555 F: _94 11 4209555

E: info@procons.lk W: www.proconsinfotech.com

Document Version: V1.2

Last Edited: 28th September 2026

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
Tender No	2026/FASRL/FASRL/135600
Contract No	304/2026/UNJP/SRL/076/EC
Sponsor	UNFAO
Approver	Food Control and Administration Unit (FCAU) of Ministry of Health (MOH)
Author	Procons Infotech (Pvt) Ltd

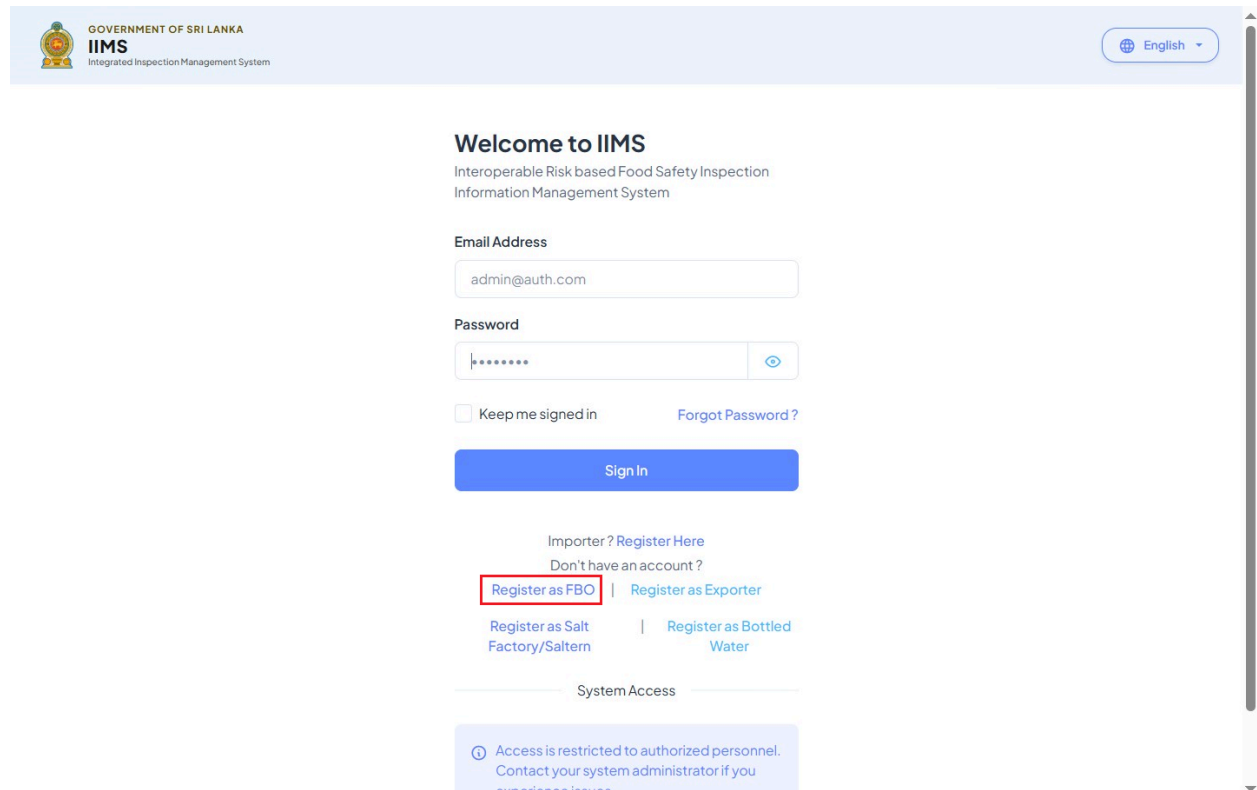
TABLE OF CONTENT

1. Food Business Operator Registration (FBO)	4
1.1 Login	4
1.2 FBO Registration Process	5
1.2.1 Registration Application Submission	5
1.2.2 Email Verification	5
1.2.3 FBO Temporary Account Created	7
2. Premises Payment Process	9
3. Food Premises Registration	16
4. Register New Food Premise Branch	17
5. MOH - Reviews Application and Assign to PHI	21
6. PHI - Inspection Process	27
7. Appeal and Final Decision Process	32

1. Food Business Operator Registration (FBO)

1.1 Login

Public Users click the link Register as FBO. The publicly available URLs are used for creating the account in the system. The links at the bottom of the login page are used to create accounts in the system.



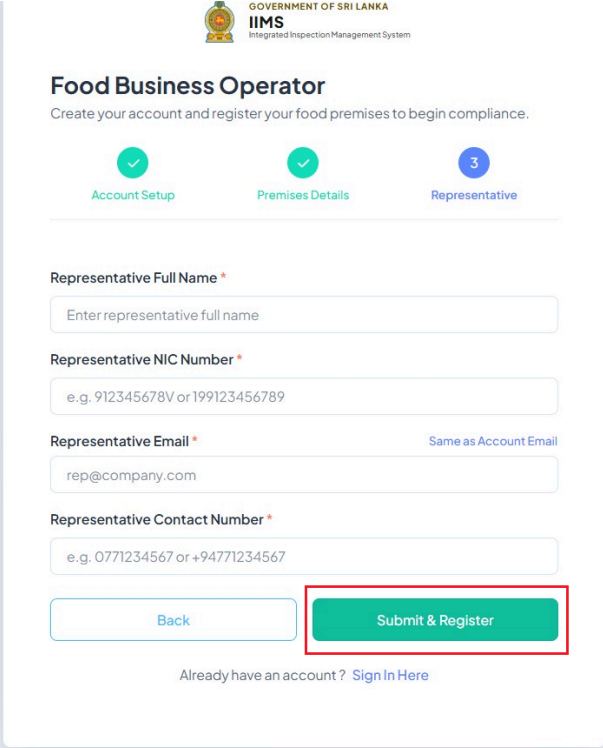
The screenshot shows the login page for the Integrated Inspection Management System (IIMS). At the top left is the Government of Sri Lanka IIMS logo. At the top right is a language selector set to 'English'. The main heading is 'Welcome to IIMS' with the subtitle 'Interoperable Risk based Food Safety Inspection Information Management System'. Below this are input fields for 'Email Address' (containing 'admin@auth.com') and 'Password' (masked with dots). There are checkboxes for 'Keep me signed in' and a link for 'Forgot Password?'. A blue 'Sign In' button is present. Below the button, there are links for 'Importer? Register Here' and 'Don't have an account?'. Under 'Don't have an account?', there are four links: 'Register as FBO' (highlighted with a red box), 'Register as Exporter', 'Register as Salt Factory/Saltm', and 'Register as Bottled Water'. At the bottom, there is a 'System Access' section with a message: 'Access is restricted to authorized personnel. Contact your system administrator if you experience issues.'

Figure 1 Login page

1.2 FBO Registration Process

1.2.1 Registration Application Submission

The link redirects to the interface below. FBO fills the registration form, completes the three steps, Account Setup, Premises Details and Representative steps. Click the Submit & Register button.



GOVERNMENT OF SRI LANKA
IIMS
Integrated Inspection Management System

Food Business Operator

Create your account and register your food premises to begin compliance.

Account Setup Premises Details Representative

Representative Full Name *
Enter representative full name

Representative NIC Number *
e.g. 912345678V or 199123456789

Representative Email * Same as Account Email
rep@company.com

Representative Contact Number *
e.g. 0771234567 or +94771234567

Back Submit & Register

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

Figure 2 Registration flow

1.2.2 Email Verification

FBO receives a verification email.

The message displayed after registration form submission and email received by FBO displayed in images below.

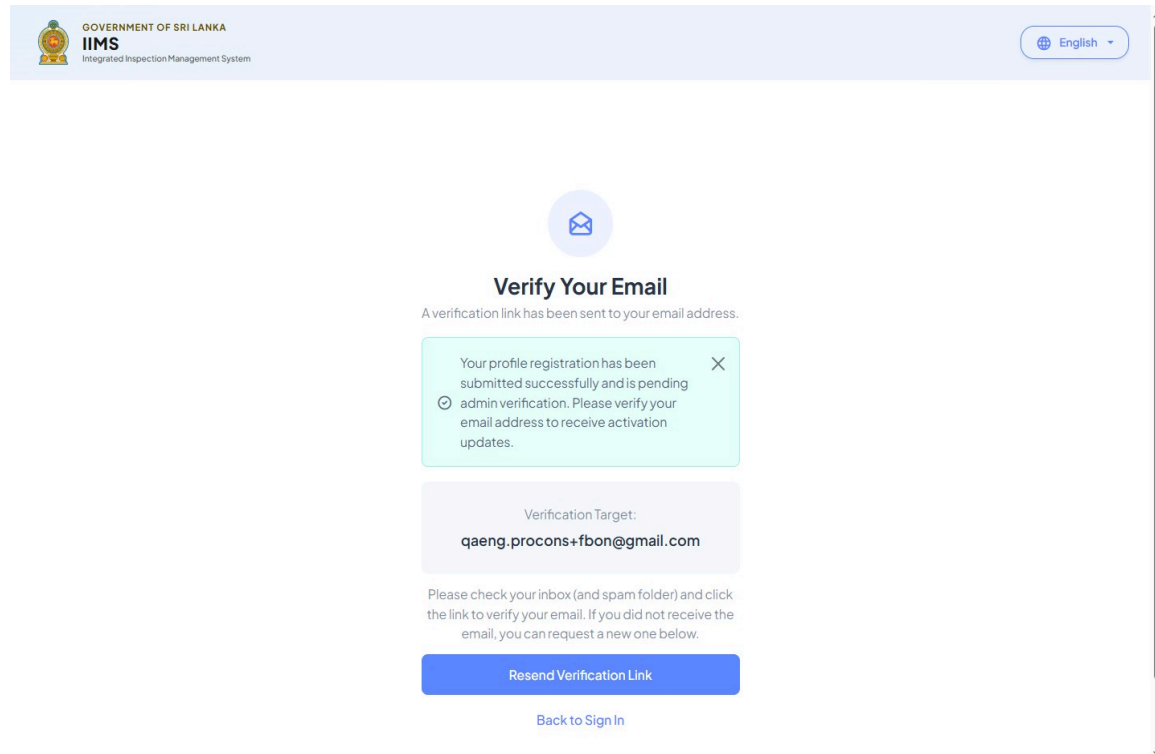


Figure 3 Registration Success message



Figure 4 Sample email verification

1.2.3 FBO Temporary Account Created

The FBO then verifies the email address. Click the Verify Email Address button in the email message received. After verification is done, FBO could login to the system using the credentials given when registering.

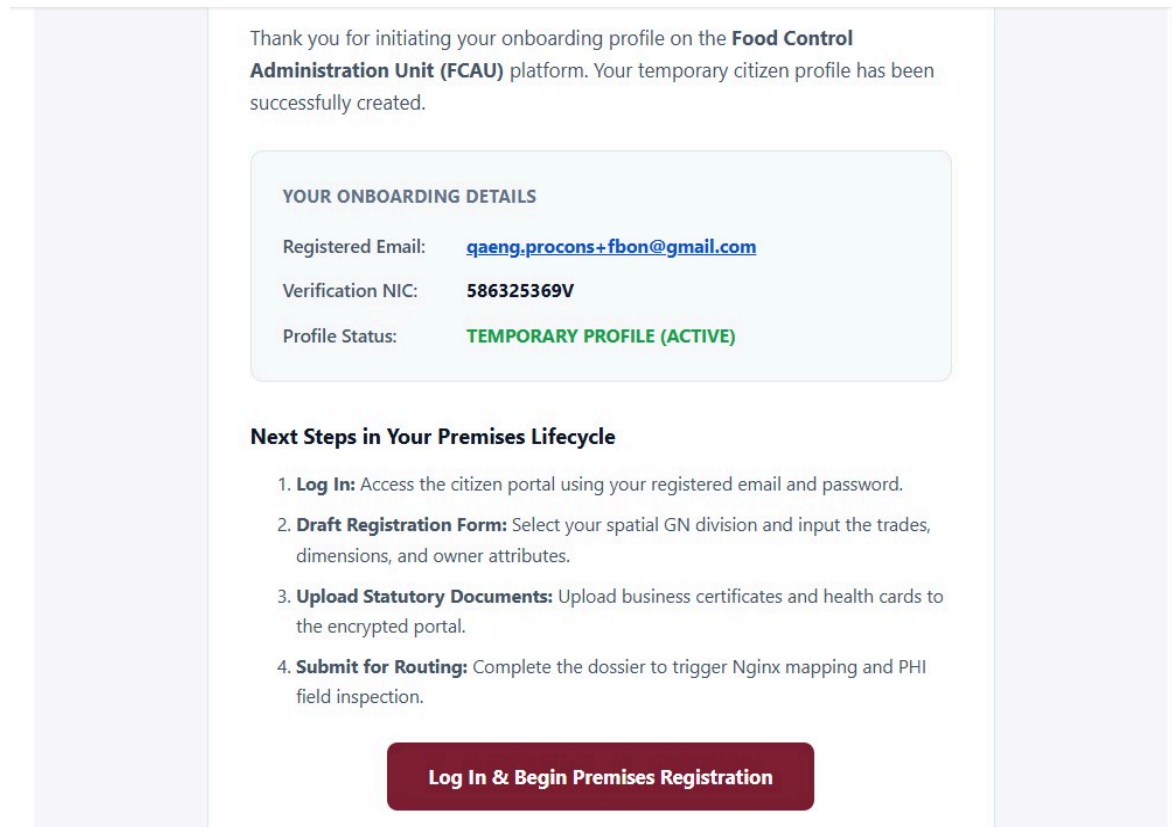


Figure 5 Email for FBO temporary creation

**GOVERNMENT OF SRI LANKA**
IIMS
Integrated Inspection Management System

English

Welcome to IIMS

Interoperable Risk based Food Safety Inspection
Information Management System

Email Address

Password

☐ Keep me signed in [Forgot Password?](#)

Sign In

Importer? [Register Here](#)

Don't have an account?

[Register as FBO](#) | [Register as Exporter](#)

[Register as Salt Factory/Saltern](#) | [Register as Bottled Water](#)

System Access

ⓘ Access is restricted to authorized personnel.
Contact your system administrator if you
experience issues.

Figure 6 Login page

2. Premises Payment Process

1. Once the premise application is submitted by FBO the Outstanding Invoice will appear on FCAU finance or Admin side interface under Invoice management tab -> Outstanding invoices

Outstanding Invoices
Home • Outstanding Invoices

View and manage all outstanding invoices awaiting payment across the system.

Search: Search by invoice no., customer name, or referer | Status: All Statuses | From Date: mm/dd/yyyy | To Date: mm/dd/yyyy

Invoice No.	Category	Invoiced To	Reference	Amount	Date	Status	Actions
INV-2026-1000065	Food Premises Registration	Mr.Kottu -Kottawa qseng.procons+fbong@gmail.com	-	3,000.00 LKR	11 Aug 2026 03:40 PM	Pending Update Required	
INV-2026-1000064	Food Premises Registration	Mr.Kottu -Wattala qseng.procons+fbong@gmail.com	-	3,000.00 LKR	11 Aug 2026 03:35 PM	Pending	
INV-2026-1000061	Food Premises Registration	KFC - Polonnaruwa qseng.procons+fbong@gmail.com	-	3,000.00 LKR	11 Aug 2026 10:35 AM	Pending Update Required	
INV-2026-1000058	Sample Fee	Suganya Importer Contact Person	FSN/2026/00/11/15/6-SF	29,321.60 LKR	11 Aug 2026 06:19 AM	Pending	

Figure 7 Outstanding invoice page

2. Once they view the updated required invoices this will show below screen with option to edit the invoice and publish to the FBO

Invoice Detail
Home • Invoice Detail

Draft Invoice — Lab Review & Editing Pending
This invoice is currently in a draft state and is not visible to the applicant. You can edit the breakdown items, adjust discounts, and approve/publish the invoice.

FCAU IIMS
Official Invoice Advice

INVOICE #INV-2026-1000065
Date Issued: 11th August 2026

Invoice To: Mr.Kottu -Kottawa
Kottawa
Sri Lanka
qseng.procons+fbong@gmail.com

Payment Details & References:
Status: Pending
Category: Food Premises Registration

ITEM	COST	QTY	PRICE
New Registration PRELISEN	LKR 3,000.00	1	LKR 3,000.00

Subtotal: LKR 3,000.00
Due Total: LKR 3,000.00

Actions: [Edit Invoice](#), [Approve & Publish](#), [Back to List](#)

Figure 8 Invoice edit / publish page

3.If there any edit or changes of the price and the label FCAU finance or admin can change from here and update the invoice.

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

- Dashboard
- Food Business
- Lab Management
- Sampling
- Master Data
- Invoice Management**
- Legal Management
- Importer Profile Approvals
- Import Entry Approvals
- MOH Reviews
- Export Management
- Importer Registration
- pre-import entry
- Salt Applications
- Bottled Water Apps

FCAU Admin User

Edit Invoice Details
Home • Edit Invoice Details

Invoice Editing Panel
Invoice #INV-2026-1000065 Draft Mode

Invoice To: Mr. Kottu - Kottawa
Internal Reference: -
Current Description: Food Premise Branch Registration Fee - Mr. Kottu - Kottawa

Invoice Items & Charges Breakdown

FEE SUB CATEGORY / DESCRIPTION	BASE RATE	QUANTITY	SUB-TOTAL
New Registration	LKR 3000	1	LKR 3000.00

[+ Add Breakdown Item](#)

Sub-Total: LKR 3000.00
Discount Amount: LKR 0.00
Grand Total: LKR 3000.00

[Cancel](#) [Save Changes](#)

Figure 9 Invoice edit page

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

- Dashboard
- Food Business
- Lab Management
- Sampling
- Master Data
- Invoice Management**
- Legal Management
- Importer Profile Approvals
- Import Entry Approvals
- MOH Reviews
- Export Management
- Importer Registration
- pre-import entry
- Salt Applications
- Bottled Water Apps

FCAU Admin User

Edit Invoice Details
Home • Edit Invoice Details

Invoice Editing Panel
Invoice #INV-2026-1000065 Draft Mode

Invoice To: Mr. Kottu - Kottawa
Internal Reference: -
Current Description: Food Premise Branch Registration Fee - Mr. Kottu - Kottawa

Invoice Items & Charges Breakdown

FEE SUB CATEGORY / DESCRIPTION	BASE RATE	QUANTITY	SUB-TOTAL
New Registration	LKR 3000	1	LKR 3000.00

[+ Add Breakdown Item](#)

Sub-Total: LKR 3000.00
Discount Amount: LKR 1000.00
Grand Total: LKR 2000.00

[Cancel](#) [Save Changes](#)

Figure 10 Price update

4.Once they reviewed and did the changes if there was any necessary, they could publish the invoice.

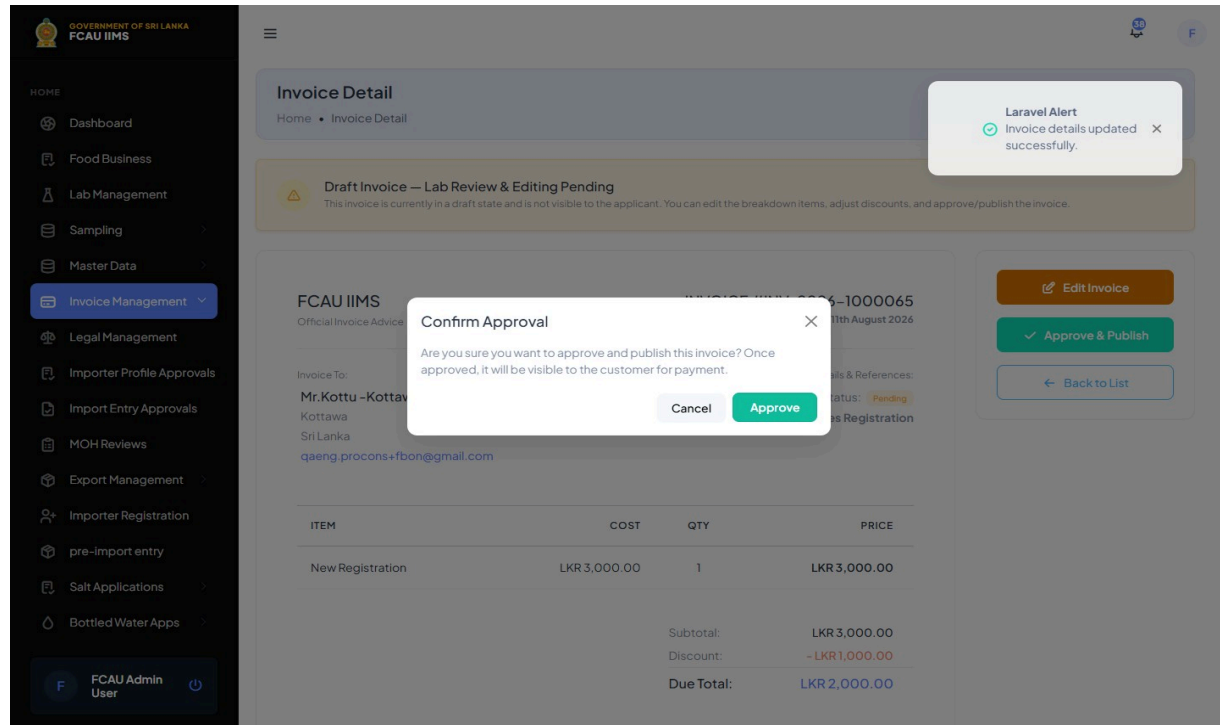


Figure 11 Publish invoice view

4.Once it is published, FBO gets notified by email and system notification.

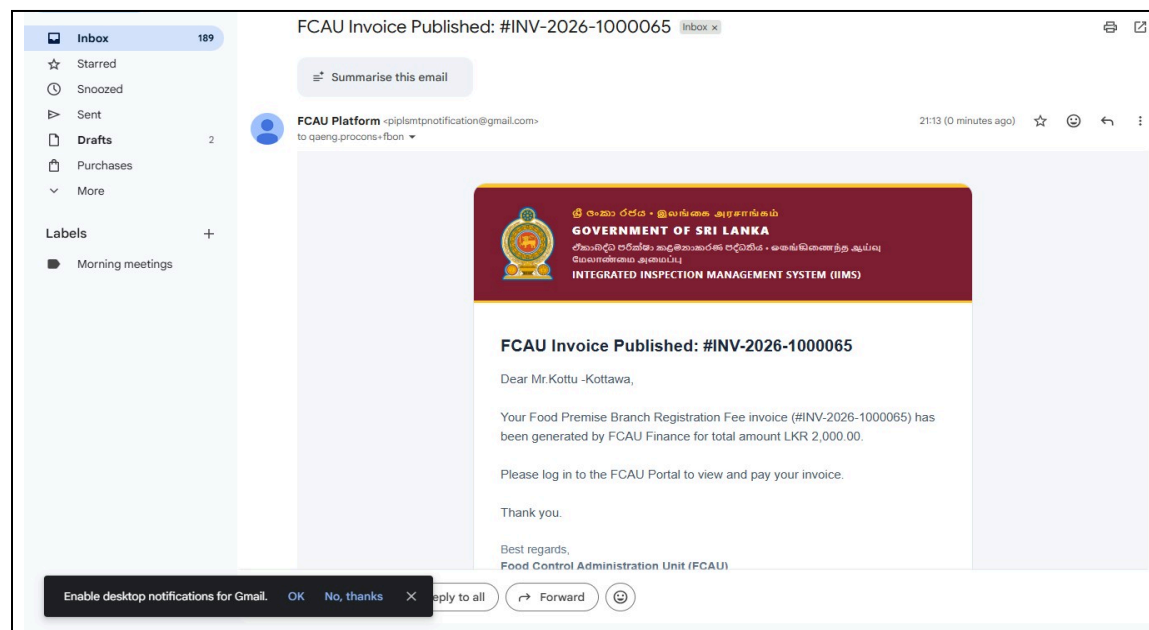


Figure 12 Invoice email

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

- Dashboard
- Food Businesses
- Invoice Management**
 - Outstanding Invoices
 - Paid Receipts
- My Certificates

Outstanding Invoices
Home • Outstanding Invoices

View and manage all outstanding invoices awaiting payment across the system.

Search: Search by invoice no., customer name, or referer | Status: All Statuses | From Date: mm/dd/yyyy | To Date: mm/dd/yyyy

Invoice No.	Category	Invoiced To	Reference	Amount	Date	Status	Actions
INV-2026-1000065	Food Premises Registration	Mr.Kottu - Kottawa qaeng.procons+fbong@gmail.com	-	2,000.00 LKR	11 Aug 2026 03:40 PM	Pending	
INV-2026-1000064	Food Premises Registration	Mr.Kottu - Wattala qaeng.procons+fbong@gmail.com	-	3,000.00 LKR	11 Aug 2026 03:35 PM	Pending	

Showing 1 - 2 of 2 outstanding invoices

N New FBO

Figure 13 user side outstanding invoice

- Once the FBO / branch manager login to the system it shows the status changing to pending as above image.
- Once they view the invoice, they will get an updated invoice. Also, they can pay it by clicking the “pay invoice” button.

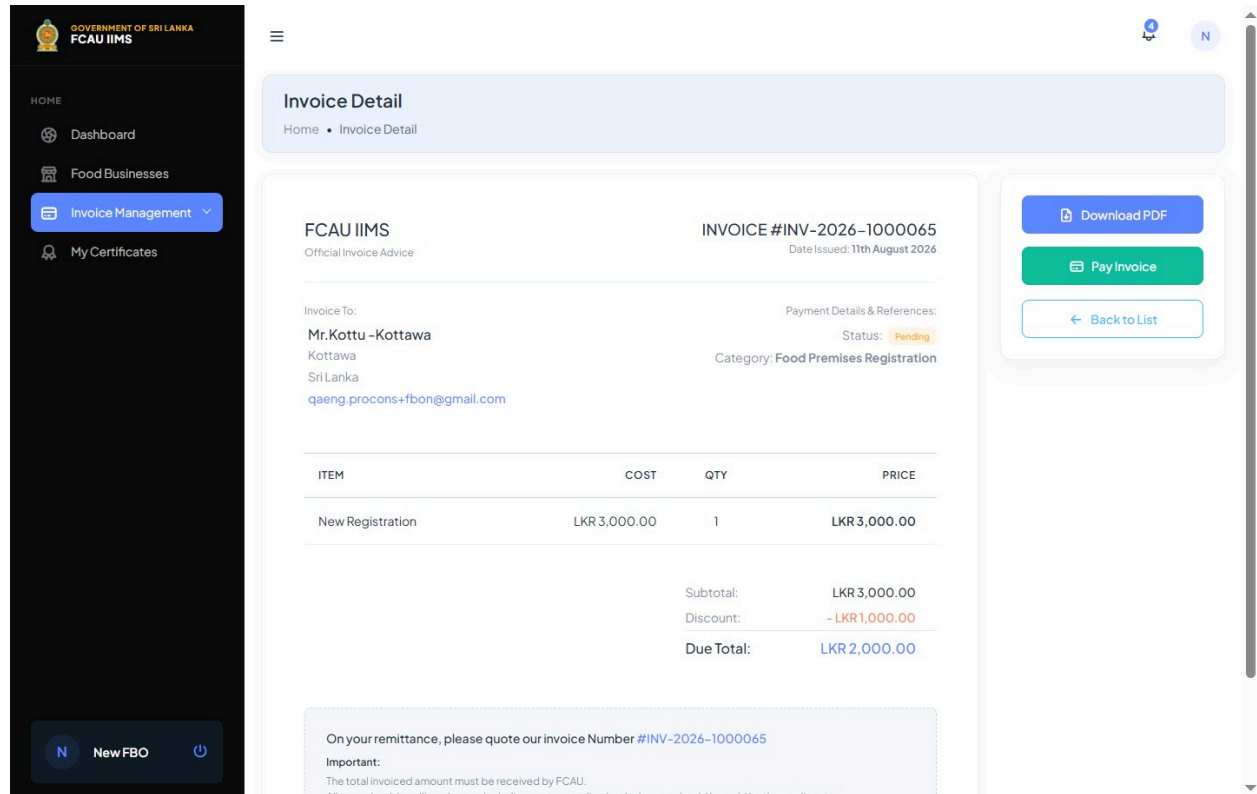


Figure 14 Invoice overview

7. There are 3 options to do the payment, in this stage we only have an offline payment pathway.

8. FBO representative Can select offline payment option to do this payment.

9. Once you go through it needs to update the method and verify information and image or PDF upload about transfer verify document or slip.

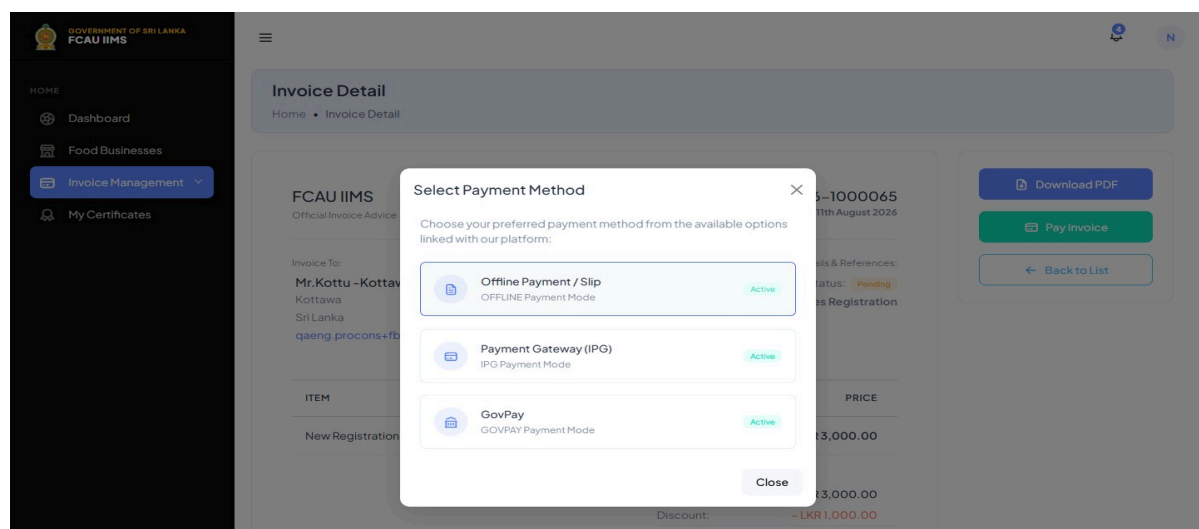


Figure 15 payment option selection

Record Offline Payment
Home • Record Offline Payment

Invoice To: Mr.Kottu -Kottawa Invoice No.: INV-2026-1000065

Payment For: Food Premise Branch Registration Fee - Mr.Kottu -Kottawa Amount Due: LKR 2,000.00

Payment Method *: Cheque Bank: e.g. Bank of Ceylon

Reference / Cheque / Bank Slip Number *: 4567 Amount Paid (LKR) *: 2000.00

Payment Date *: 08/11/2026 Cheque / Bank Slip Date *: 08/11/2026

Attachment *: (JPG, PNG or PDF : max 5 MB) Remarks: Optional notes...

Buttons: Cancel, Mark as Paid

Figure 16 offline payment submission page

10.Once payment is done, the system shows success message. And also it shows in email as well.

Outstanding Invoices
Home • Outstanding Invoices

View and manage all outstanding invoices awaiting payment across the system.

Offline payment details submitted successfully and are now Under Review.

Search: Search by invoice no., customer name, or referer Status: All Statuses From Date: mm/dd/yyyy To Date: mm/dd/yyyy

Invoice No.	Category	Invoiced To	Reference	Amount	Date	Status	Actions
INV-2026-1000065	Food Premises Registration	Mr.Kottu -Kottawa qaeng.procons+fbong@gmail.com	-	2,000.00 LKR	11 Aug 2026 03:40 PM	Under Review	
INV-2026-1000064	Food Premises Registration	Mr.Kottu -Wattala qaeng.procons+fbong@gmail.com	-	3,000.00 LKR	11 Aug 2026 03:35 PM	Pending	

Showing 1 - 2 of 2 outstanding invoices

User Profile Overlay: Laravel Alert: Offline payment details submitted successfully and are now Under Review. Log Out

Figure 17 Payment success system message

Figure 18 FCAU side payment review

- 11.Once the FBO side pays the amount, the FCAU finance team can review the payment details, and if all the details are correct, they can approve it.
- 12.FBO side shows the status as paid, and also payment success message was sending via email.

Receipt No.	Invoice No.	Invoiced To	Payment Method	Amount Paid	Payment Date	Status	Actions
REC-2026-000051	INV-2026-1000065	Mr.Kottu -Kottawa qaeng.procons+fbon@gmail.com	Cheque	2,000.00 LKR	11 Aug 2026 12:00 AM	Paid	
REC-2026-000052	INV-2026-1000065	test 123	Cheque	3,000.00 LKR	11 Aug 2026 12:00 AM	Paid	

Figure 19 Payment receipt list

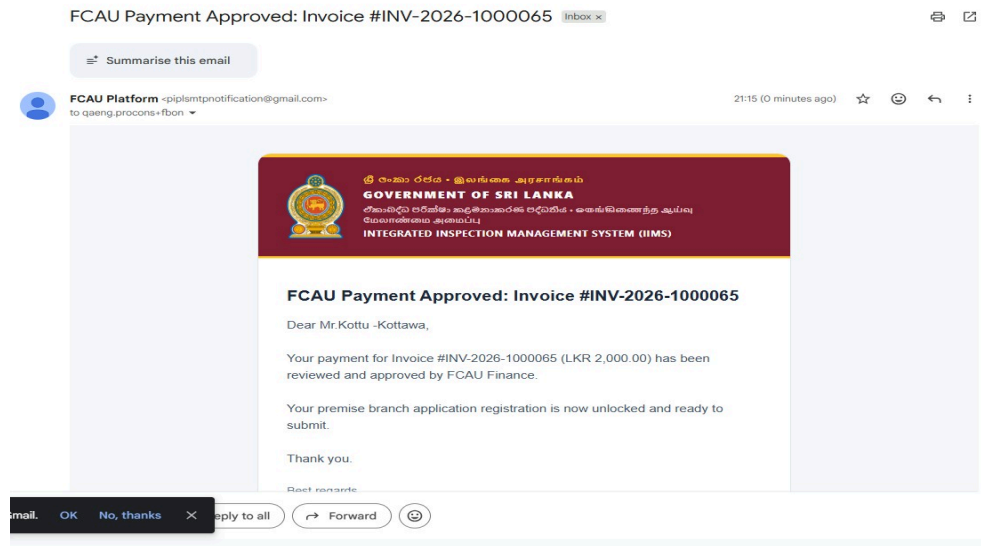


Figure 20 Offline payment approved email

3. Food Premises Registration

After receiving approval FBO logs in to the system to register the first branch under his business profile in the FCAU IIMS.

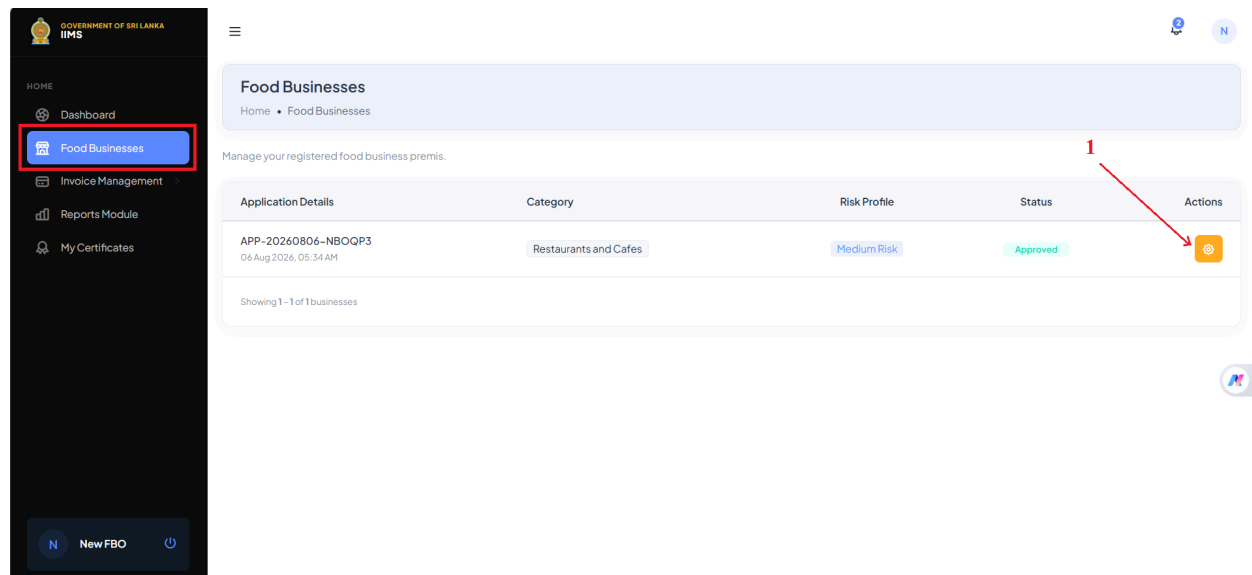


Figure 21 Premise interface

1 - Actions - Manage Branches - Click the button to Register the first branch under the business profile created.

4. Register New Food Premise Branch

Manage Branches button redirects to the interface below. All premises owned by the user could be included into the system.

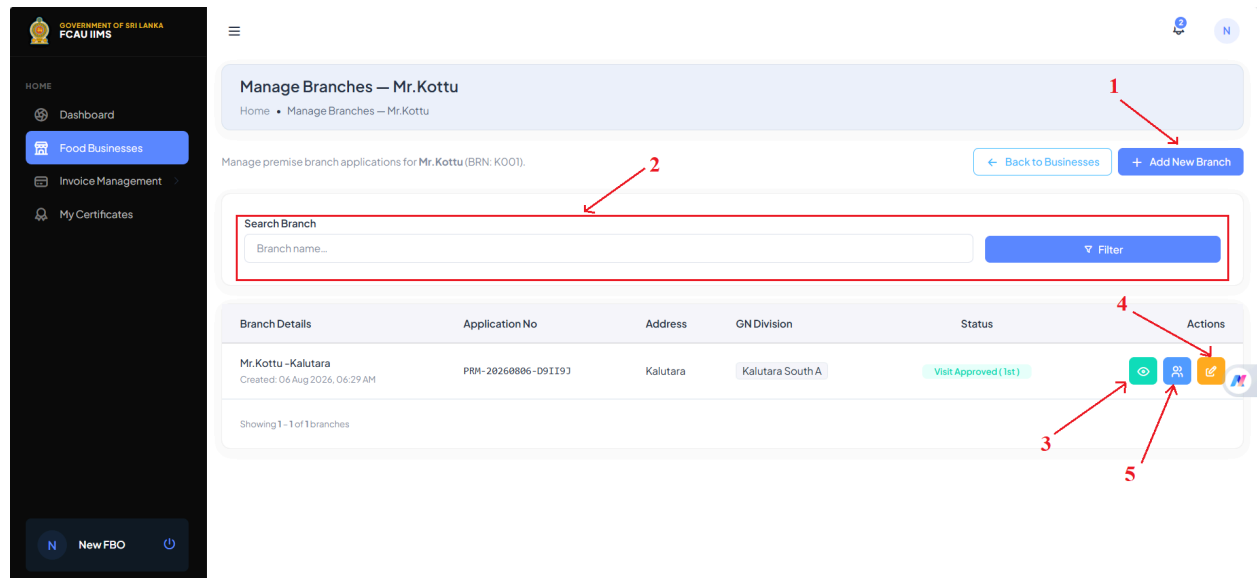


Figure 22 Food business branch creation

1 - Add New Branch - Click this button to register the food premise. Below image displays the application form.

The screenshot displays the 'Register New Branch' application form for Mr. Kottu. The form is titled 'Register New Branch — Mr.Kottu' and includes a 'New Branch Premises Application' section. The form fields are: Branch Name (e.g. Colombo Town Branch), Branch Address (e.g. 123, Galle Road, Colombo 03), and GN Division (Search and select GN Division...). The form also includes a 'Draft' status indicator, a 'Cancel' button, and a 'Save Branch as Draft' button.

Figure 23 branch registration form

2 - Search - To Search the branch by name, type the branch name and click the Filter button.

3 - View Details - The details of the branch could be viewed. The below image displays the view interface.

The screenshot displays the 'Mr. Kottu - Kalutara' branch details page. The interface includes a sidebar with navigation options: Dashboard, Food Businesses (selected), Invoice Management, and My Certificates. The main content area is divided into several sections:

- Submitted Premises Application Data:**
 - APPLICANT IDENTITY:** Full Name (New FBO), NIC / Passport Number (586325369V), Email Address (qaeng.procons+fbon@gmail.com), Contact Number (+94776444453), Business Registration Number (K001), Applicant Type (Company).
 - BUSINESS & PREMISES INFORMATION:** Trading Name (Mr.Kottu -Kalutara), Food Category (Restaurants and Cafes), Food Sub Category (Fine Dining), Floor Area (sq. ft.) (1500), Number of Employees (20), Seating Capacity (N/A), Water Source (NWS&DB Pipeline), Certification (GMP), Declaration Accepted (Accepted).
 - LOCATION & GN DIVISION MAPPING:** Province (Western), District (Kalutara), MOH Area (Kalutara), GN Division (Kalutara South A), PHI Area (Kaluthra South), Physical Address (Kalutara), Latitude (7.871374), Longitude (80.782647). A map shows the location of Mr.Kottu -Kalutara in Kalutara.
 - STATUTORY DOCUMENTS:**
 - NIC Copy (Owner): 43532a56-fa58-4365-b806-c3f7adb3c9.jpg (Download)
 - Floor Plan: 8064e32d-5fa1-4673-8090-f13cc17a037f.jpg (Download)
 - Medical Certificate: 8eb272f5-bf88-4a28-ac34-2d050a207d69.jpg (Download)
- Application Status:** Application Number (PRM-26268806-D9119J), Current State (Visit Approved (1st)), Officer Remarks (Approved), Created At (06 Aug 2026, 06:29 AM), Assigned PHI Officer (PHI User: qaeng.procons+phi2@gmail.com), Parent Business (Mr.Kottu).
- Status Timeline:** Audit trail of all application status changes.
 - VISIT APPROVED - PHI:** Application Approved in 1st Visit (PHI User: "Minim est cillum an" 06 Aug 2026, 07:41 AM - 2 days ago).
 - 1ST VISIT - PHI:** 1st Visit In Progress (PHI User: 06 Aug 2026, 07:41 AM - 2 days ago).
 - ASSIGNED - MOH:** Assigned to PHI Officer (MOH User: "Approved" 06 Aug 2026, 07:35 AM - 2 days ago).
 - SUBMITTED - FBO:** Submitted for Review (819f4598... 06 Aug 2026, 06:50 AM - 2 days ago).
 - DRAFT - FBO:** Draft Created (819f4598... 06 Aug 2026, 06:29 AM - 2 days ago).
- Assigned Branch Managers:** FBO managers assigned to this premise location.
 - Manager Details:** Chamalka (qaeng.procons+manager@gmail.com | NIC: 7586263529) - Active.

Figure 24 Overview page

4 - Edit Branch - Click the button to edit branch information.

5 - Manage Managers - Click the button to add or remove the manager for one particular branch. The image below displays the Manage Managers Interface.

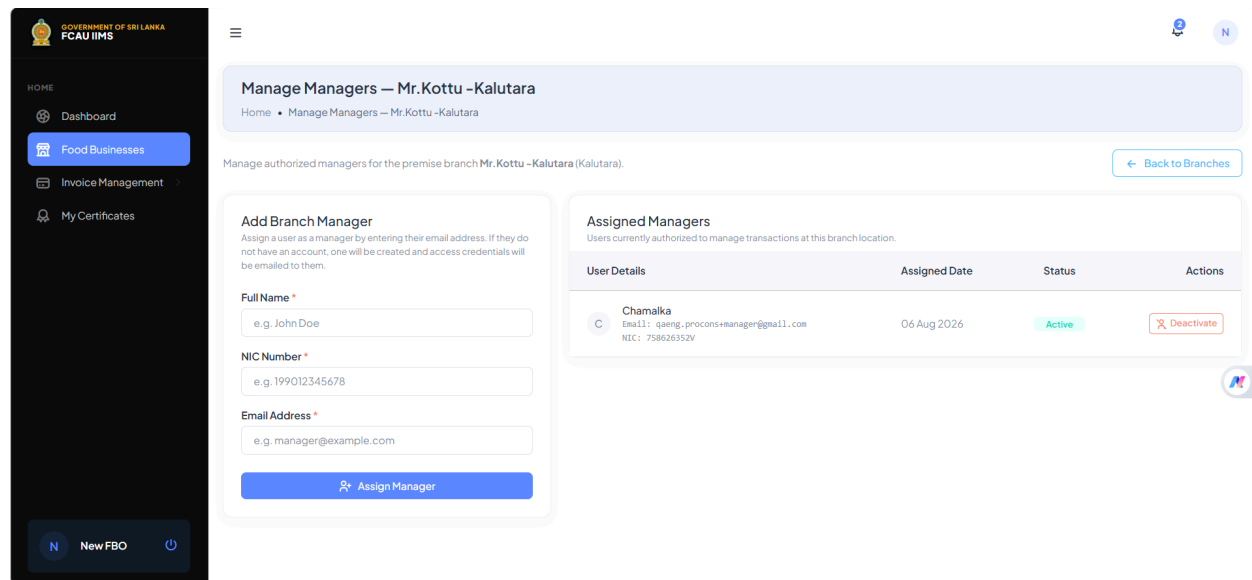


Figure 25 Mange Managers

The above interface allows the user to add a branch manager, activate or deactivate the assigned manager. When the Manager is activated, the manager receives an email notification as below.

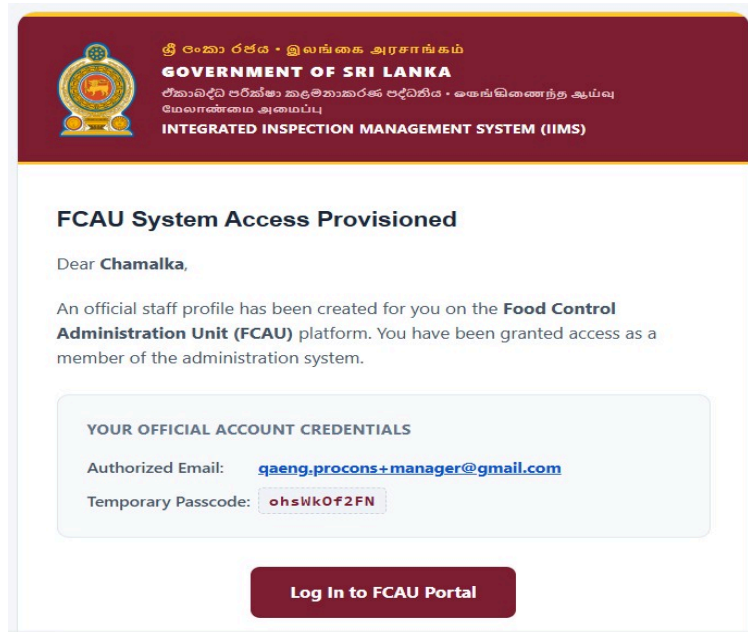


Figure 26 Email of informed provide access

Branch Manager login to the system and edit branch details.

Delete Branch - Below two images display the Delete Branch action button for new applications only. Users could withdraw the application. After approval it cannot be deleted from the system.

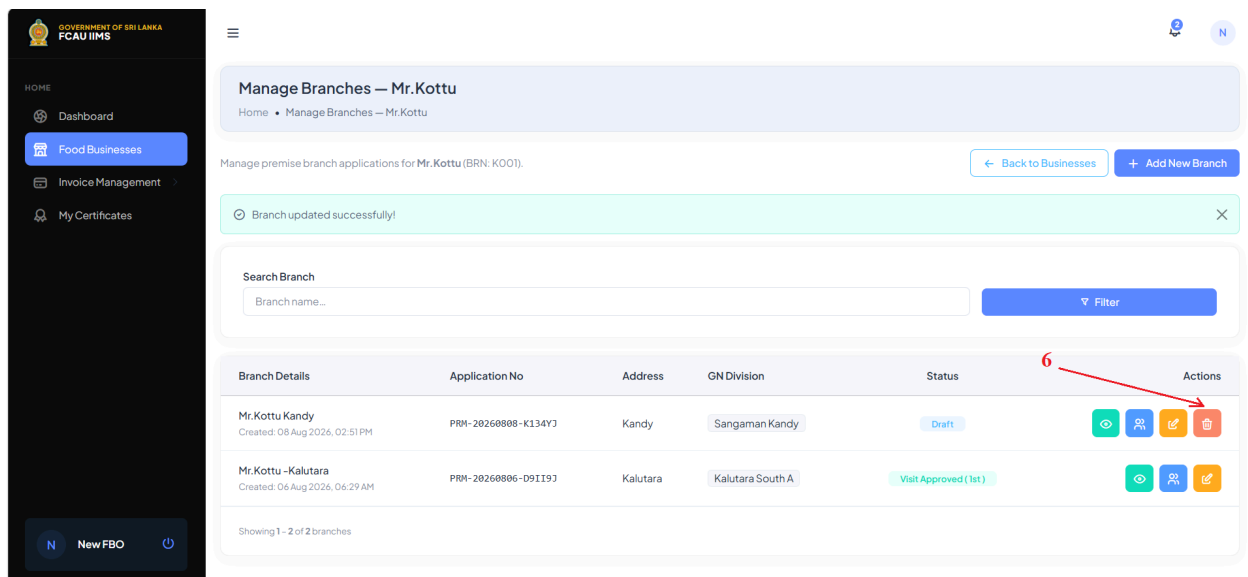


Figure 27 delete branch

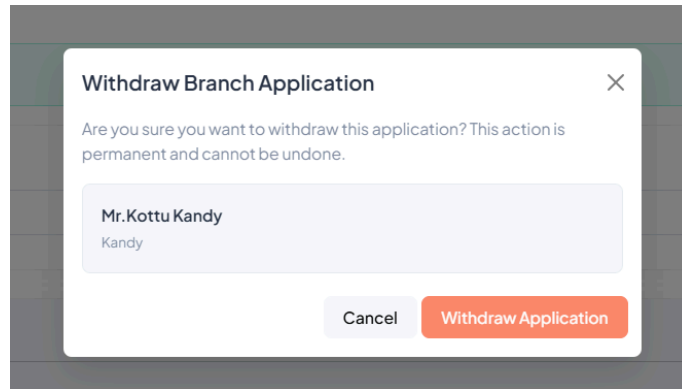


Figure 28 Withdraw application

5. MOH - Reviews Application and Assign to PHI

MOH login to the system to review the Food Premise registration applications.

Premises Applications

Home • Premises Applications

Search: Business, BRN or branch | Application ID: App. No... | NIC: NIC / Passport... | Category: All Categories | Risk: All Risks | Status: All Statuses

PHI Area: All PHI Areas | GN Division: All GN Divisions

Application Details	Business Name & BRN	Category	Risk Profile	Assigned PHI	Status	Actions
PRM-20260808-UPGKNB 08 Aug 2026, 09:36 AM	XYZ Branch: Kalutara Branch BRN: BRXYZ	Dairy Processing	High Risk	PHI Officer phi@example.com	Completed	[Assign] [View] [Edit]
PRM-20260806-TRZLX 06 Aug 2026, 09:15 AM	MKK Branch: Kalutara 3 BRN: BR-200	Dairy Processing	High Risk	PHI Officer phi@example.com	Completed	[Assign] [View] [Edit]
PRM-20260806-QMLWO9 06 Aug 2026, 09:01 AM	Meats Branch: KFC - Nugegoda BRN: BR-002	Meat Processing	High Risk	-	Submitted	[Assign] [View] [Edit]
PRM-20260806-D9I9J 06 Aug 2026, 06:29 AM	Mr. Kottu Branch: Mr. Kottu - Kalutara BRN: K001	Restaurants and Cafes	Medium Risk	PHI User qaeng.procons+phi2@gmail.com	Visit Approved (1st)	[Assign] [View] [Edit]
PRM-20260805-6RQZKG 05 Aug 2026, 09:21 AM	Howard Berger Branch: faf BRN: 766	New Classification B	Medium Risk	PHI User iqaeng.procons+PHI@gmail.com	Visit Approved (1st)	[Assign] [View] [Edit]
PRM-20260805-KG7VTK 05 Aug 2026, 09:13 AM	Howard Berger Branch: admin'-- BRN: 766	New Classification B	Medium Risk	PHI User iqaeng.procons+PHI@gmail.com	Assigned	[Assign] [View]

Figure 29 MOH premises application dashboard

1 - Assign to PHI - Click the button. The below popup will appear. MOH adds a remark and MOH assigns a PHI Officer for one particular application. PHI is assigned for inspection.

Figure 30 PHI assign section

2 - Reject Application - MOH can reject the application. The below popup appears. MOH adds a remark and clicks the Reject button.

3 - Reassign PHI - Reassign the premises application to a PHI Officer. This action will change the assigned PHI officer while keeping the current application status.

4 - View Review - PHI visit information and Application Details collected after PHI Inspection is done is displayed in the Application Assessment Interface below.

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

Dashboard
Premises Applications
MOH Reviews
Bottled Water Apps
Reports Module
H800 Certificate Ledger

M MOH User

Application Assessment Details

Home • Application Assessment Details

← Back to Applications

Part I: Identification & FBO Details

FOOD BUSINESS DETAILS

Company Name

Howard Berger

Business Registration Number

766

Food Category

New Classification B

Sub Category

Test sub classification

Company Address

Qui eos commodi inve

FBO Owner Name

Jaden Simpson

FBO Owner Email

iqaeng.procons+fbo5@gmail.com

APPLICANT DETAILS

Applicant Name

Chiquita Franco

Applicant Position

Manager

BRANCH DETAILS

Branch Name

faf

Branch BRN

432

Province

Western

District

Kalutara

MOH Area

Kalutara

GN Division

Kalutara South A

Part II: Registered Food Handlers

Export CSV

#	Name	Position	Age	Sex	Duration	Trained	Medical Exam	Certificates
1	dhd	cgf	—	—	—	—	—	None Uploaded
2	ghf	fhf	—	—	—	—	Pending	None Uploaded

Inspection Checklists & Criteria

Part III: Premises
Part IV: Equipment
Part V: Processes
Part VI: Documents

#	Required Documentation	Status	Officer Remarks
1	Business registration	Not Available	Minima qui cum labor
2	Ownership/Leasing document	Not Available	Lorem itaque consect
3	Trade license from local authority	Not Available	Et et sed asperiores
4	Approval for the building	Not Available	Animi et et tenetur
5	Valid certificates of quality (GMP, ISO etc.)	Available	Saepe esse consequa
6	General Cleaning schedule	Not Available	Sit rerum vitae cons
7	Toilet cleaning schedule	Available	Sint aspernatur irur
8	Medical certificates of all food handlers	Not Available	Qui nulla ipsum simi
9	Equipment maintenance plan	Not Available	Qui ut eligendi veni
10	Record of pest control activities	Available	Velit soluta soluta
11	Records of pesticides used	Not Available	Eius delectus incid
12	Documentation on the chemicals used in pest control activities	Not Available	Atque praesentium re
13	Pest control logs and documentation readily available	Available	Qui et dolor ut occa
14	Training programs documented and available for inspection	Not Available	Dolor ad lure offici

1st Inspection Visit

Visit 1

Visit Date

17 Jun 1996

PHI Officer

PHI User

Overall Verdict

Approve Premises Registration

Officer Remarks

"Qui ducimus volupta"

DEFICIENCIES LOG

PART I	Tempora et impedit	Satisfactory
PART II	Beatae esse sunt q	Unsatisfactory
PART III	Repellendus Praesen	Satisfactory
PART IV	Rem ea esse eum omn	Satisfactory
PART V	Aut laborum illo mo	Unsatisfactory
PART VI	Odio enim pariatur	Unsatisfactory

Figure 31 Overview PHI visits

5 - Final Approval - MOH chooses to Approve or Reject this premises application for final approval.

Figure 32 Final approval premise application

6 - View Application - MOH can view the premise registration application details. The page is redirected to the below View Interface.

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

- Dashboard
- Premises Applications
- MOH Reviews
- Bottled Water Apps
- Reports Module
- H800 Certificate Ledger

M MOH User

KFC - Nugegoda
Home • KFC - Nugegoda

← Back to Applications Send To PHI Reject

Submitted Premises Application Data

APPLICANT IDENTITY

Full Name	Chamalka
NIC / Passport Number	123456789V
Email Address	qaeng.procons+fbo2@gmail.com
Contact Number	+94776444453
Business Registration Number	BR00588
Applicant Type	Company

BUSINESS & PREMISES INFORMATION

Trading Name	KFC - Nugegoda
Food Category	Meat Processing
Food Sub Category	Sausage / Cold Cuts Facility
Floor Area (sq.ft.)	1200
Number of Employees	15
Seating Capacity	N/A
Water Source	NWS&DB Pipeline
Certification	GMP
Declaration Accepted	Accepted

LOCATION & GN DIVISION MAPPING

Province	Western
District	Kalutara
MOH Area	Kalutara
GN Division	Kalutara South A
PHI Area	Kaluthra South
Physical Address	test
Latitude	7.875115
Longitude	80.787449

STATUTORY DOCUMENTS

NIC Copy (Owner) def3cfce-2819-4eab-9867-67300d270d2a.pdf	Download
Medical Certificate b1a66f8f-57d6-4c4e-ab48-3b0882ee3a65.pdf	Download

Application Status

Application Number
PRM-20260806-QHlw09

Current State
Submitted

Created At
06 Aug 2026, 09:01 AM

Assigned PHI Officer
—

Parent Business
Meats

Status Timeline
Audit trail of all application status changes.

- SUBMITTED** FBO
Submitted for Review
#19f8d8e...
06 Aug 2026, 09:03 AM · 3 days ago
- DRAFT** FBO
Draft Created
#19f8d8e...
06 Aug 2026, 09:01 AM · 3 days ago

Assigned Branch Managers
FBO managers assigned to this premise location.

Manager Details	Status
No managers assigned to this branch.	

Figure 33 PHI overview of FBO

7 - Advance Search - MOH could search by business name, Business Registration Number or Branch name. MOH could also search by Application ID, NIC, Category, Risk, Status, PHI Area, GN Division and click the Apply Filters button to search.

6. PHI - Inspection Process

PHI login to the system to begin field visits after applications are being assigned to PHI by MOH.

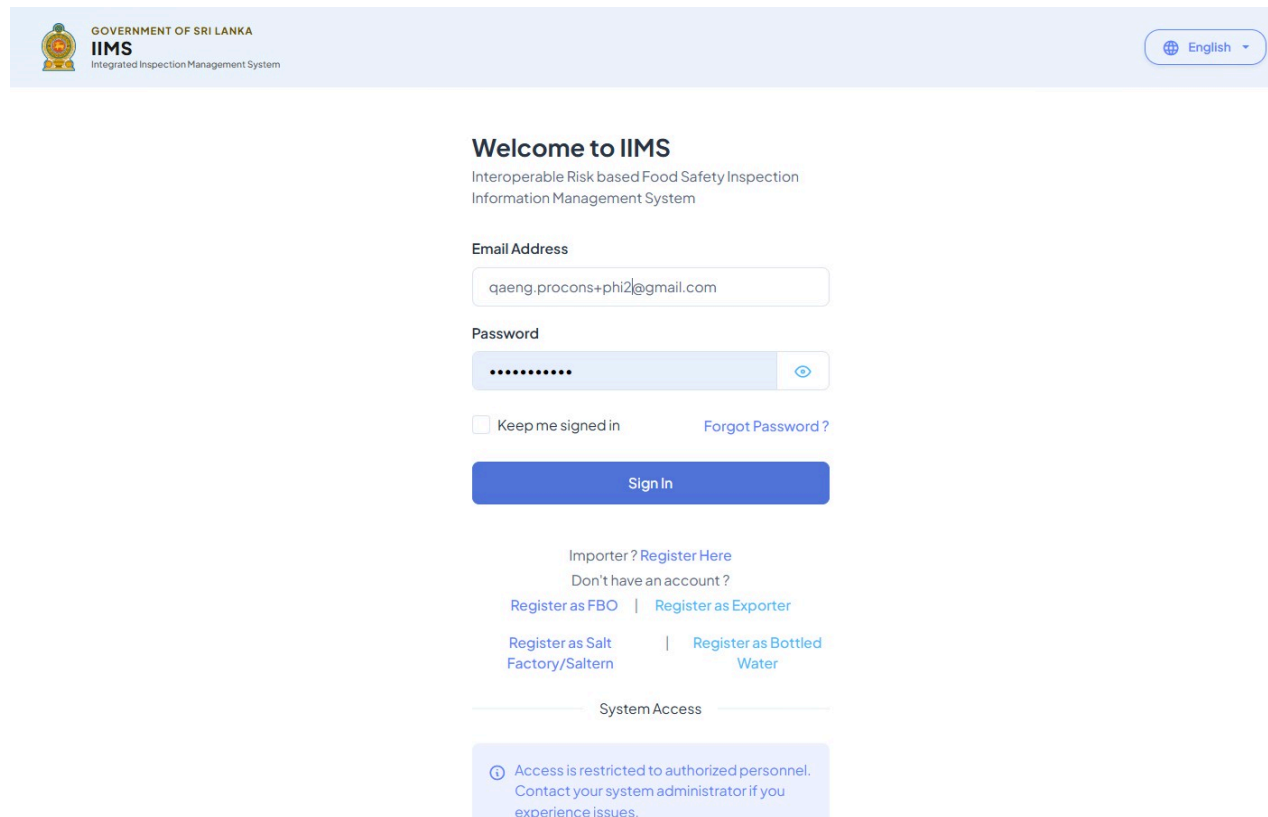


Figure 34 PHI login

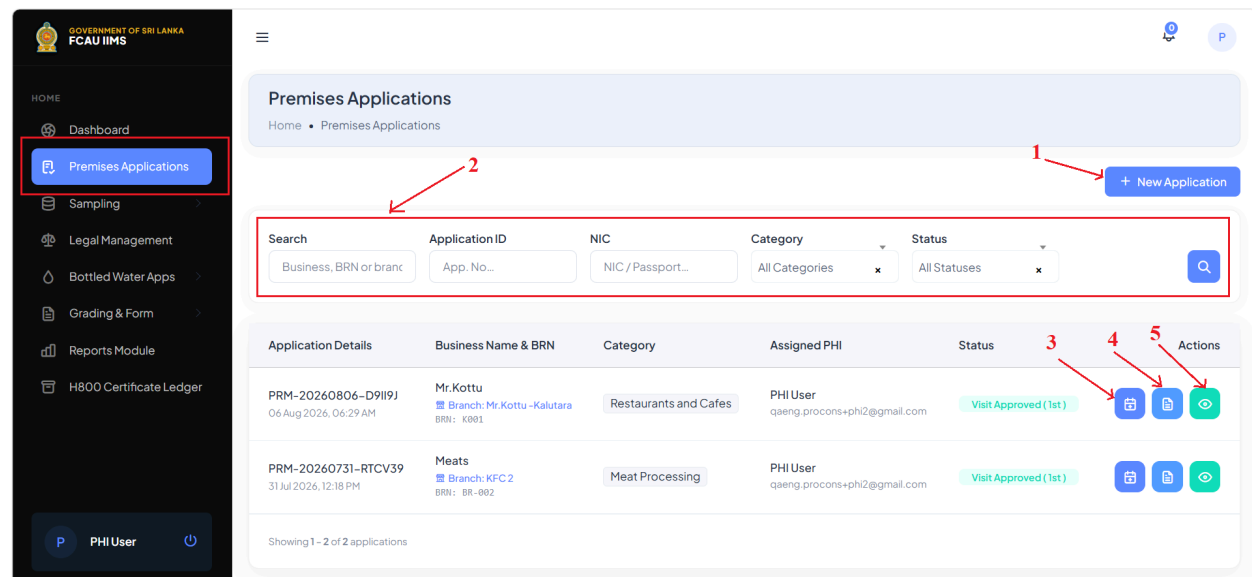


Figure 35 Premise branch application

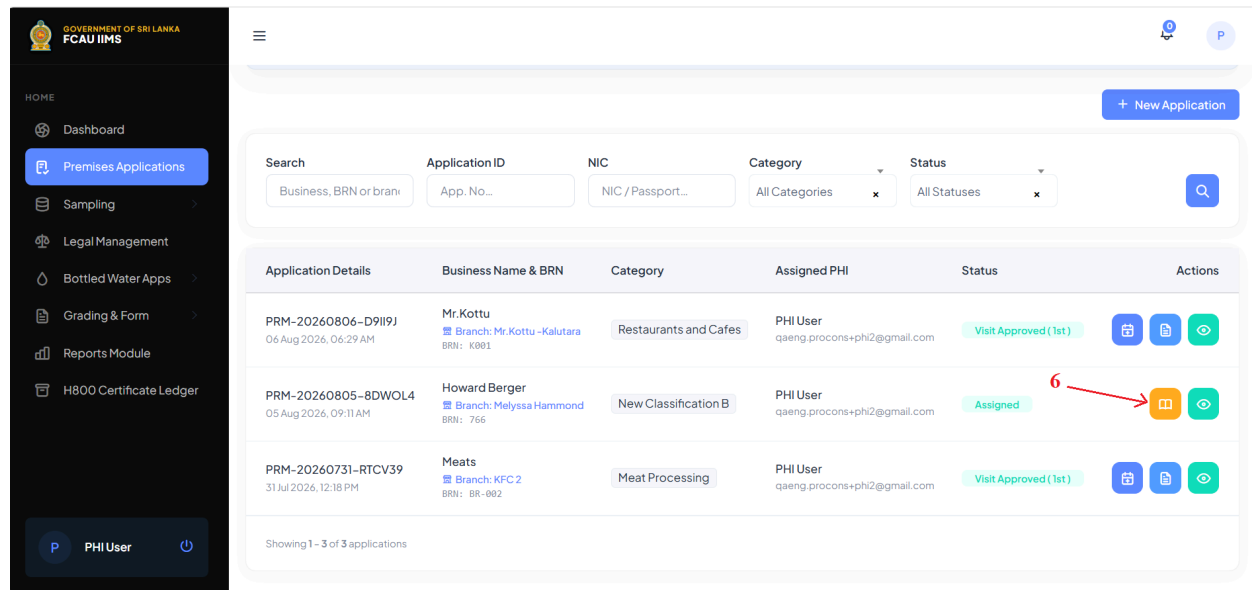


Figure 36 PHI inspection

1 - New Application - PHI also can register a premise, on behalf of FBO. PHI fills the application and submits for review. MOH reviews and the process continues from section (5).

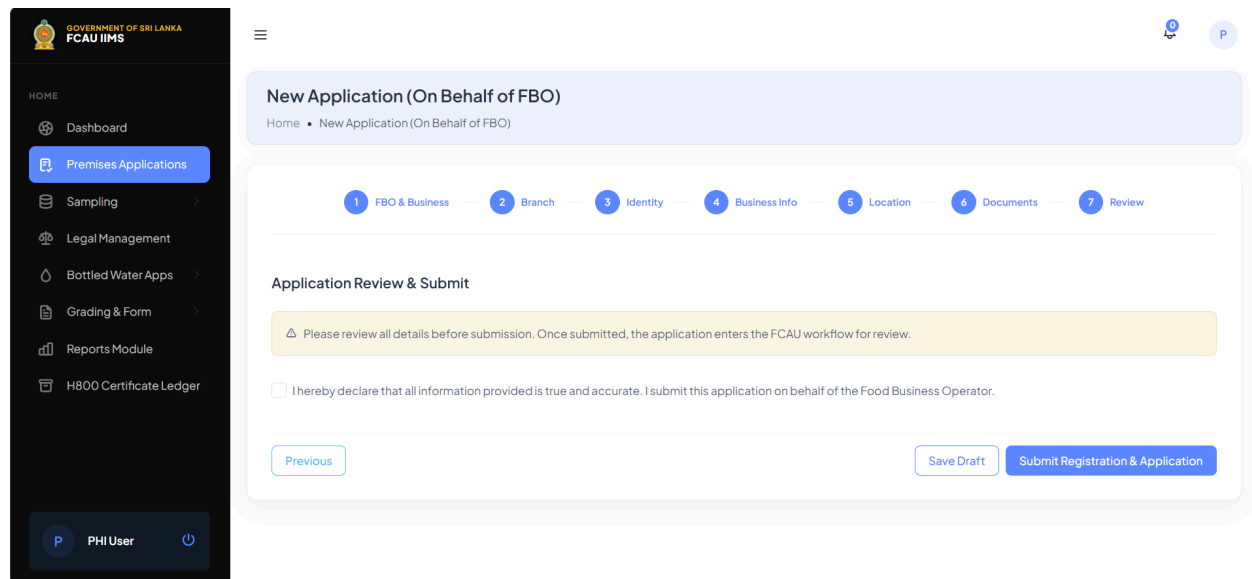


Figure 37 PHI premise registration

2 - PHI can search by, search by Business Name, Business Registration Number or Branch name. PHI could also search by Application ID, NIC, Category, Status and click the Apply Filters button to search.

3 - Schedule Inspection - Schedule the Inspection as displayed in the image below.

Figure 38 H-800 Inspection schedule

4 - View Review - PHI visit information and Application Details collected after PHI Inspection is done is displayed in the Application Assessment Interface below.

5 - View Application - PHI can view the premise registration application details. The page is redirected to the below View Interface.

GOVERNMENT OF SRI LANKA
FCAU IIMS

HOME

- Dashboard
- Premises Applications
- Sampling
- Legal Management
- Bottled Water Apps
- Grading & Form
- Reports Module
- H800 Certificate Ledger

PHI User

Mr. Kottu - Kalutara
Home • Mr. Kottu - Kalutara

[← Back to Applications](#)

Submitted Premises Application Data

APPLICANT IDENTITY

Full Name	New FBO
NIC / Passport Number	586325369V
Email Address	qaeng.procons+fbon@gmail.com
Contact Number	+94776444453
Business Registration Number	K001
Applicant Type	Company

BUSINESS & PREMISES INFORMATION

Trading Name	Mr. Kottu - Kalutara
Food Category	Restaurants and Cafes
Food Sub Category	Fine Dining
Floor Area (sq.ft.)	1500
Number of Employees	20
Seating Capacity	N/A
Water Source	NWS&DB Pipeline
Certification	GMP
Declaration Accepted	Accepted

LOCATION & GN DIVISION MAPPING

Province	Western
District	Kalutara
MOH Area	Kalutara
GN Division	Kalutara South A
PHI Area	Kaluthra South
Physical Address	Kalutara
Latitude	7.871374
Longitude	80.782647

STATUTORY DOCUMENTS

NIC Copy (Owner) 43532a56-fa58-4365-b806-c3ff7adb3c9.jpg	Download
Floor Plan 8064e32d-5fa1-4673-8090-f13cc17a037f.jpg	Download
Medical Certificate 8eb272f5-bf88-4a28-ac34-2d050a207d69.jpg	Download

Application Status

Application Number
PRM-20260806-D9II93

Current State
Visit Approved (1st)

Officer Remarks
Approved

Created At
06 Aug 2026, 06:29 AM

Assigned PHI Officer
PHI User
qaeng.procons+phi2@gmail.com

Parent Business
Mr. Kottu

Status Timeline
Audit trail of all application status changes.

- VISIT APPROVED** PHI
Application Approved in 1st Visit
PHI User
"Minim est cillum an"
06 Aug 2026, 07:41 AM · 3 days ago
- 1ST VISIT** PHI
1st Visit In Progress
PHI User
06 Aug 2026, 07:41 AM · 3 days ago
- ASSIGNED** MOH
Assigned to PHI Officer
MOH User
"Approved"
06 Aug 2026, 07:35 AM · 3 days ago
- SUBMITTED** FBO
Submitted for Review
019f459b...
06 Aug 2026, 06:50 AM · 3 days ago
- DRAFT** FBO
Draft Created
019f459b...
06 Aug 2026, 06:29 AM · 3 days ago

Assigned Branch Managers
FBO managers assigned to this premise location.

Manager Details	Status
Chamalka qaeng.procons+manager@gmail.com NIC: 758626352V	Active

Figure 39 Premise information from PHI side

MOH gives the final approval. If approved premise registration will be completed. If rejected. FBO can appeal. Appeal Process explained in the next section.

6 - Review Application - PHI fills from Part I to Part VI after visiting the premises. See image below for more details.

GOVERNMENT OF SRI LANKA
FCAU IIIMS

HOME

- Dashboard
- Premises Applications**
- Sampling
- Legal Management
- Bottled Water Apps
- Grading & Form
- Reports Module
- H800 Certificate Ledger

P PHI User

Review Premises Application
Home > Review Premises Application

[← Back to Applications](#)

Application Assessment Review

Part I **Part II** Part III Part IV Part V Part VI Part VII

Details of Food Handlers
Record details and medical reports of food handlers working at the premises.

Add Food Handler

Full Name *
e.g. A.B. Wickramasinghe

Position / Role *
e.g. Cook, Server

Age
e.g. 28

Duration of Employment
e.g. 2 years

Sex
☐ Male ☐ Female

Whether Trained
☐ Yes ☐ No

Personal Medical Examination Done
☐ Yes ☐ No

Medical Health Certificate (Optional)
[Choose File](#) No file chosen

Training / Experience Certificate (Optional)
[Choose File](#) No file chosen

[+ Add Handler](#)

Registered Food Handlers
[Export CSV](#)

#	NAME	POSITION	AGE	SEX	DURATION	TRAINED	MEDICAL EXAM	CERTIFICATES	ACTION
No food handlers added yet.									

[← Previous](#) [Save Draft](#) [Next →](#)

Figure 40 PHI Assessment review

7. Appeal and Final Decision Process

Rejection Notice

If the Premise Registration application is rejected during the evaluation process, the system will issue a Rejection Notice to the Food Business Operator (FBO). The notification will include the reasons for rejection and any relevant remarks provided by the reviewing authority.

Appeal Submission (Optional)

The FBO may submit an appeal against the rejection decision through the system. It should be within 14 days after the rejection. During the appeal submission process, the FBO can provide supporting information, explanations, or additional documents for reconsideration.

Appeal Board Review

Once an appeal is submitted, the Appeal Board reviews the application, supporting documents, and the grounds for appeal. The board records its observations and recommendations in the system.

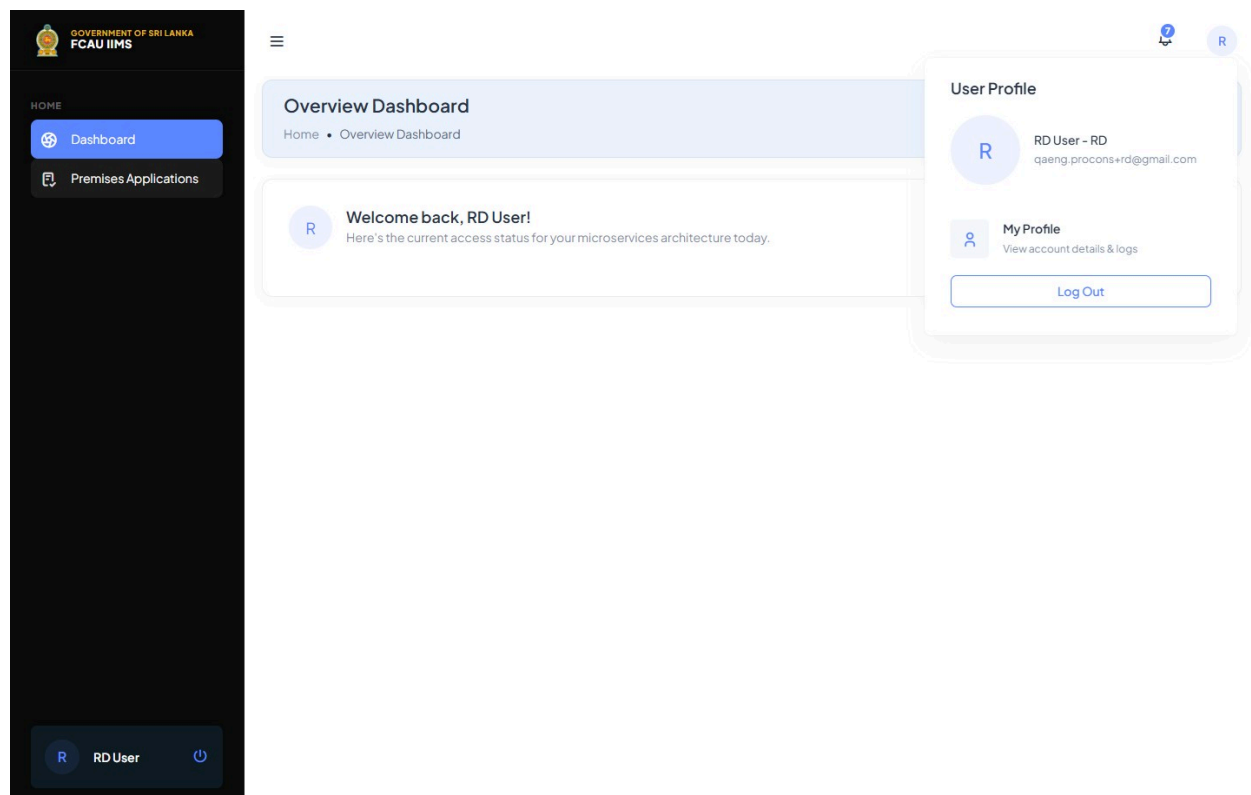


Figure 41 RD dashboard

The screenshot shows the 'Premises Applications' page in the PROCONS system. The left sidebar contains the 'HOME' menu with 'Dashboard' and 'Premises Applications' (highlighted). The top right shows a user profile 'R'. The main content area has a search bar with filters for 'Business, BRN or br.', 'App. No...', 'NIC / Passport...', 'Category' (All Categories), and 'Status' (All Statuses). Below the search bar is a table of applications with columns: Application Details, Business Name & BRN, Category, Assigned PHI, Status, and Actions.

Application Details	Business Name & BRN	Category	Assigned PHI	Status	Actions
PRM-20260812-AXVRPJ 12 Aug 2026, 04:49 AM	Barister Branch: Perera & Sons - Kalutara BRN: 34566	Catering Services	PHI User qaeng.procons+phi@gmail.com	Appeal Pending	[Assign] [View]
PRM-20260806-TRXZLX 06 Aug 2026, 09:15 AM	MKK Branch: Kalutara 3 BRN: BR-289	Dairy Processing	PHI Officer phi@example.com	Completed	[View]
PRM-20260803-MMXXC2 03 Aug 2026, 06:25 AM	Treats N Stuff Branch: Risk Based D Grade BRN: PV 00200000	Bakeries	PHI User lqaeng.procons+PHI@gmail.com	Appeal Board Decided	[Assign] [View]
PRM-20260726-VWIRV5 26 Jul 2026, 01:44 PM	Meats Branch: Test4 BRN: BR-992	Meat Processing	PHI User qaeng.procons+phi@gmail.com	Completed	[View]
PRM-20260726-	Treats N Stuff		PHI User		[View]

The bottom of the sidebar shows a user profile 'R' and 'RD User'.

Figure 42 Assigned appeals

The screenshot shows the 'Premises Applications' page with the 'Assign Appeal Board Members' modal open. The modal has a title bar with a close button. The main content of the modal says 'Select one or more appeal board members to assign to this application.' Below this is a search bar labeled 'Appeal Board Members' with the placeholder text 'Search and select members...'. A note below the search bar says 'Start typing to search and select committee members.' At the bottom of the modal are 'Cancel' and 'Assign Members' buttons.

Figure 43 Assign appeal board

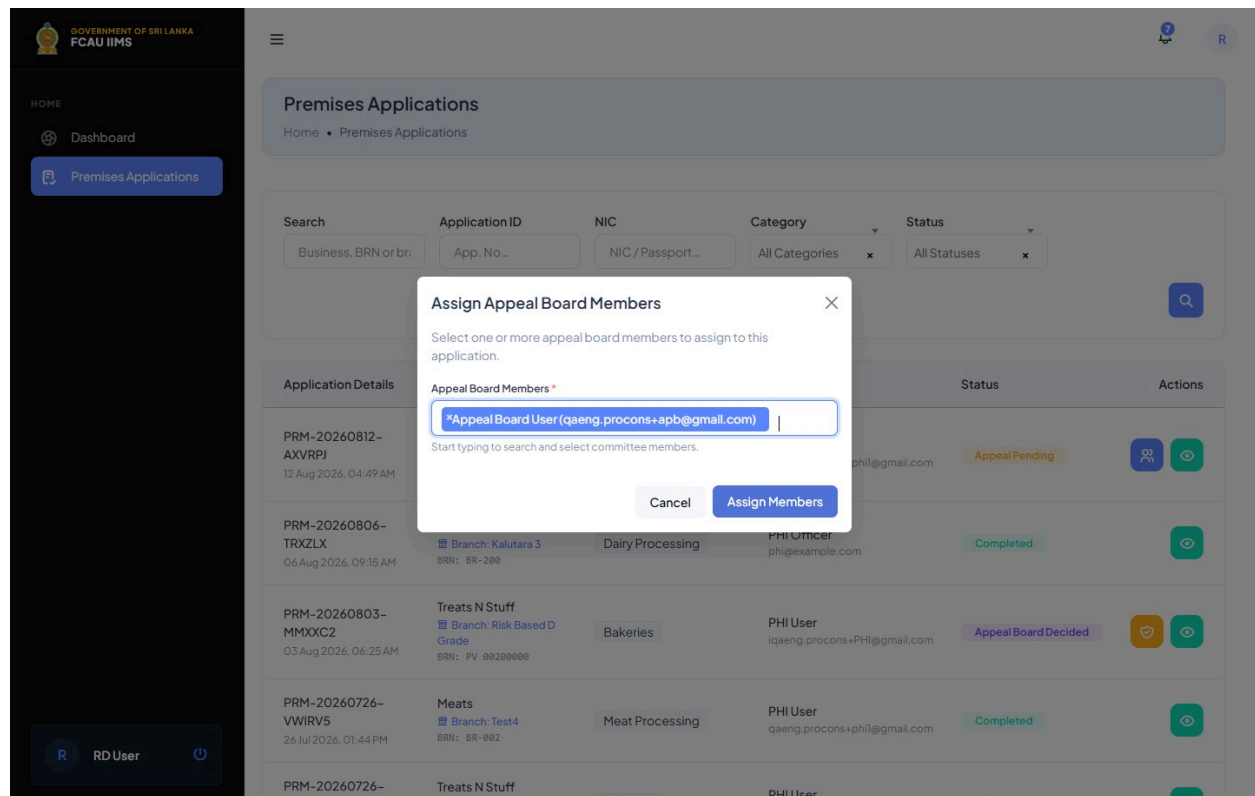


Figure 44 Selecting appeal board member

Recommendation Submission

After completing the review, the Appeal Board forwards its recommendation to the Regional Director for the final decision.

Premises Applications
Home • Premises Applications

Search: Business, BRN or branch... Application ID: App. No... NIC: NIC / Passport... Category: All Categories Status: All Statuses

Application Details	Business Name & BRN	Category	Assigned PHI	Status	Actions
PRM-20260812-AXVRPJ 12 Aug 2026, 04:49 AM	Barister Branch: Perera & Sons - Kalutara BRN: 34566	Catering Services	PHI User qaeng.procons+phil@gmail.com	Completed	
PRM-20260805-3EGWBR 05 Aug 2026, 05:53 AM Pending Final Decision (10d)	Howard Berger Branch: Meredith Moody BRN: 766	New Classification B	PHI User lqaeng.procons+PHI@gmail.com	Appeal Board Decided	
PRM-20260730-EEDBNP 30 Jul 2026, 09:00 AM Board Review (10d)	Treats N Stuff Branch: Lawrence Durham BRN: PV 00200000	Bakeries	PHI User qaeng.procons+phil@gmail.com	Appeal In Progress	
PRM-20260726-VWIRV5 26 Jul 2026, 01:44 PM	Meats Branch: Test4 BRN: BR-002	Meat Processing	PHI User qaeng.procons+phil@gmail.com	Completed	

Appeal Board User

Figure 45 Appeal board appeal list

Premises Applications
Home • Premises Applications

Search: Business, BRN or branch... Application ID: App. No... NIC: NIC / Passport... Category: All Categories Status: All Statuses

Make Appeal Decision

Please review the appeal details and make a formal decision.

Decision *

☒ Approve Appeal ☐ Reject Appeal

Remarks / Justification *

Approved by Appeal board

Cancel Submit Decision

Application Details	Business Name & BRN	Category	Assigned PHI	Status	Actions
PRM-20260812-AXVRPJ 12 Aug 2026, 04:49 AM	Barister Branch: Perera & Sons - Kalutara BRN: 34566	Catering Services	PHI User qaeng.procons+phil@gmail.com	Completed	
PRM-20260805-3EGWBR 05 Aug 2026, 05:53 AM Pending Final Decision (10d)	Howard Berger Branch: Meredith Moody BRN: 766	New Classification B	PHI User lqaeng.procons+PHI@gmail.com	Appeal Board Decided	
PRM-20260730-EEDBNP 30 Jul 2026, 09:00 AM Board Review (10d)	Treats N Stuff Branch: Lawrence Durham BRN: PV 00200000	Bakeries	PHI User qaeng.procons+phil@gmail.com	Appeal In Progress	
PRM-20260726-VWIRV5 26 Jul 2026, 01:44 PM	Meats Branch: Test4 BRN: BR-002	Meat Processing	PHI User qaeng.procons+phil@gmail.com	Completed	
PRM-20260724-HIPZKD 24 Jul 2026, 09:43 AM	Meats Branch: Perera & Sons BRN: BR-002	Meat Processing	PHI User qaeng.procons+phil@gmail.com	Closed	

Showing 1 - 3 of 3 applications

Appeal Board User

Figure 46 Appeal board decision section

Regional Director Decision

The Regional Director reviews the appeal details and the recommendations provided by the Appeal Board and records the final decision in the system.

If the Appeal is Approved

1. The system sends an Approval Notification to both the Medical Officer of Health (MOH) and the Food Business Operator (FBO).
2. The Premise Registration process is marked as completed.
3. The premise registration remains valid and active within the system.

If the Appeal is Rejected

1. The system sends a Final Rejection Notification to both the Medical Officer of Health (MOH) and the Food Business Operator (FBO).
2. The registration application is permanently closed.
3. No further processing is carried out unless a new registration application is submitted