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## You wish to conduct research and development (R&D) activities in your own premise. How do you proceed?



This document is applicable only for Product and Whole Plant schemes.



It will explain how applicants that wish to do R&D but have space limitations / constraints can proceed.



Where possible, R&D should be out of the scope of certification.

**For those who wish to conduct R&D within their scope of certification, the following declaration letter would have to be provided:**



**Prepare the letter with company letter head and signed at the end, preferably by the management.**

### Include the following pointers:

- When will the R&D be done usually e.g. after production hours?
- Who will be doing the R&D?
- Where will the R&D be done within the scope of certification?
- How will the ingredients be purchased?
- When and where will the ingredients be stored?
- How will the R&D be done – to provide explanation?
- Dedicated storage for R&D (Raw materials or finished goods) – to attach picture

