



GOVERNMENT OF KHYBER PAKHTUNKHWA  
CLIMATE CHANGE, FORESTRY, ENVIRONMENT  
AND WILDLIFE DEPARTMENT  
(SECTION ENVIRONMENT)

**NOTIFICATION**

Peshawar Dated the 25/07/2025

**No. SO(ENVT)/CCFE&WD/1-8/EPC-2025:** In exercise of powers conferred under Clause xxii of Section 7 of the Khyber Pakhtunkhwa Environmental Protection Act, 2014, (Khyber Pakhtunkhwa Act No. XXX of 2022), the Khyber Pakhtunkhwa Environmental Protection Council (EPC) in its 3<sup>rd</sup> Meeting held on 13.05.2025 has been pleased to approve the following guidelines for General Environmental Approval (GEA);

**GUIDELINES FOR BISCUITS FACTORIES**

**BISCUIT**

The term 'Biscuit' refers to the small round bread leavened with baking powder or soda and covers a large variety of sweet, salted, filled and coated biscuits. Biscuits are eaten by all sections of people across the board round the year. They are, thus, mass consumption items with number of varieties and shapes

**Biscuit manufacture process**

There are various established processes commercially available and being practiced by different manufacturers. The process of manufacturing of biscuits mainly involves the following three steps:

- a) Mixing
- b) Shaping or forming
- c) Baking

As the mixing and baking steps are common to manufacture of all types of biscuits the differences in the finished product arises due to the different shaping and forming methods.

**Mixing**

Mixing is commonly defined as a process designed to blend different ingredients into a uniform, homogenous mixture. The major ingredients are flour, fat, sugar and others as per the desired final one would like to have. For this step, all ingredients are put together in right proportion for dough formation. These are then fed into mixers where mixing is done and dough is prepared for moulding/cutting

**Shaping or forming**

The forming process is specific for each biscuit, cookie type. There are three processes by which shaping or forming of biscuits is achieved 1) Sheetting and cutting 2) Rotary molding 3) Extrusion

**Baking**

This is the area where we pass these moulded/ formed wet biscuit into baking oven. The biscuits are baked on desired temperatures. Various type of heating are available now-a-days as per the convenience and cost. Different types of oven are available for baking products.

**Cooling**





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CLIMATE CHANGE, FORESTRY, ENVIRONMENT  
AND WILDLIFE DEPARTMENT  
(SECTION ENVIRONMENT)**

The hot product obtained from baking must be cooled to room temperature prior to packaging for several reasons-

- Being warm, reduced firmness of the baked product so as to withstand packaging process
- Packaging material shrinkage due to contact to hot product
- Hot packed product may continue release some steam causing condensation inside the packaging. Cooling can be achieved either by placing the baked product at ambient conditions or by forced air cooling.

**A- GENERAL REQUIREMENTS**

**1. Location:**

The unit should be located in an area with good transportation links, adequate water supply, and proper waste disposal facilities.

**2. Building and Layout:**

The building should be designed to prevent cross-contamination, with separate areas for raw material storage, production, packaging, and storage.

**3. Equipment and Machinery:**

All equipment and machinery should be designed for efficient and hygienic production, and should be regularly maintained and cleaned.

**B- RAW MATERIAL REQUIREMENTS**

**1. Quality:**

All raw materials should be of high quality, fresh, and free from contamination.

**2. Storage:**

Raw materials should be stored in a clean, dry, and well-ventilated area, away from direct sunlight and moisture.

**3. Handling:**

Raw materials should be handled carefully to prevent damage and contamination.

**C- PRODUCTION REQUIREMENTS**

**1. Cleaning and Sanitation:**

The production area should be cleaned and sanitized regularly to prevent contamination.

**2. Temperature and Humidity Control:**

The production area should be maintained at a consistent temperature and humidity level to ensure optimal production conditions.





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CLIMATE CHANGE, FORESTRY, ENVIRONMENT  
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**3. Batching and Mixing:**

Raw materials should be accurately batched and mixed to ensure consistent product quality.

**4. Baking:**

Biscuits should be baked at the correct temperature and time to ensure optimal texture and flavor.

**5. Cooling and Packaging:**

Biscuits should be cooled and packaged in a clean and dry environment to prevent contamination and moisture absorption.

**D QUALITY CONTROL REQUIREMENTS**

**1. Raw Material Inspection:**

All raw materials should be inspected for quality and purity before use.

**2. In-Process Inspection:**

The production process should be regularly inspected to ensure that products are being manufactured to the required standards.

**3. Finished Product Inspection:**

All finished products should be inspected for quality, texture, and flavor before packaging and distribution.

**E- PACKAGING AND LABELING REQUIREMENTS**

**1. Packaging Materials:**

All packaging materials should be food-grade and suitable for the product being packaged.

**2. Labeling:**

All products should be labeled with the following information: product name, ingredients, nutritional information, and manufacturer's details.

**F SAFETY AND HYGIENE REQUIREMENTS**

**1. Personal Hygiene:**

All personnel should maintain good personal hygiene, including wearing clean clothing, hairnets, and gloves.

**2. Equipment Cleaning:**

All equipment should be regularly cleaned and sanitized to prevent contamination.

**3. Waste Disposal:**





**GOVERNMENT OF KHYBER PAKHTUNKHWA  
CLIMATE CHANGE, FORESTRY, ENVIRONMENT  
AND WILDLIFE DEPARTMENT  
(SECTION ENVIRONMENT)**

All waste should be disposed of in a sanitary and environmentally responsible manner.

**4. Fire safety:**

Ensure all fire safety equipment is installed and maintained

**G TRAINING AND RECORD KEEPING REQUIREMENTS**

**1. Training:**

All personnel should receive regular training on good manufacturing practices, safety procedures, and quality control measures.

**2. Record Keeping:**

All production, quality control, and safety records should be accurately maintained and retained for a minimum of 2 years.

**ENVIRONMENTAL ASPECT:**

**A AIR POLLUTION CONTROL**

- 1. Install emission control devices:** Install electrostatic precipitator or fabric filters or scrubbers or any updated technology to control particulate matter and gas emissions.
- 2. Use clean energy:** Consider using renewable energy sources like solar or wind power to reduce dependence on fossil fuels.
- 3. Implement waste heat recovery:**

Recover waste heat from ovens and use it for heating water or air.

**B WATER CONSERVATION**

**1. Implement water-saving measures:**

Install low-flow valves, faucets, and toilets to reduce water consumption.

**2. Use water-efficient equipment:**

Use water-efficient equipment like cleaning systems and boilers. The waste water of unit shall be treated in treatment plant before its final disposal.

**3. Implement rainwater harvesting:**

Collect and store rainwater for non-potable purposes like cleaning and flushing toilets.

**C WASTE MANAGEMENT**

**1. Implement waste segregation:**

Segregate waste into recyclable, compostable, and non-recyclable categories.

**2. Recycle packaging materials:**





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Recycle packaging materials like cardboard, plastic, and glass.

**D     NOISE POLLUTION CONTROL**

**1. Implement noise reduction measures:**

Implement noise reduction measures like soundproofing, acoustic panels, and noise barriers.

**2. Use noise-reducing equipment:**

Use noise-reducing equipment like silencers and mufflers.

**E     SOIL AND GROUNDWATER PROTECTION**

**1. Implement spill prevention and control measures:**

Implement spill prevention and control measures like spill containment systems and emergency response plans.

**2. Use environmentally friendly cleaning agents:**

Use environmentally friendly cleaning agents that do not contaminate soil and groundwater.

**F     Environmental Monitoring**

1. Conduct regular environmental monitoring: Conduct regular environmental monitoring to track air and water quality, noise levels, and waste management.

2. Maintain environmental records: Maintain environmental records to track progress and identify areas for improvement.





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**EXECUTIVE SUMMARY:**

1. Title and location of project \_\_\_\_\_
2. Name & Address of the proponent \_\_\_\_\_
3. Tel No: \_\_\_\_\_ E-mail: \_\_\_\_\_
4. GPS Coordinates: \_\_\_\_\_
5. A brief outline of the proposal (type, process, technology and land requirement)  
\_\_\_\_\_
6. Brief description of nature, size, and location of project  
\_\_\_\_\_
7. List of ingredients (Raw Material): \_\_\_\_\_
8. List of Product: \_\_\_\_\_

**DESCRIPTION OF THE PROJECT:**

1. Objectives of Project  
\_\_\_\_\_
2. Location and Site Layout of the project  
\_\_\_\_\_
3. Land use on the site  
\_\_\_\_\_
4. Road access  
\_\_\_\_\_
5. Vegetation features of the site  
\_\_\_\_\_
6. Cost of Project \_\_\_\_\_
7. Description of the project (Process flow chart/steps, Technology, Raw material and products, by-products)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DESCRIPTION OF ENVIRONMENT AT PROJECT SITE:**

Clear-cut picture of existing environmental resources:

1. Baseline Physical Environment  
\_\_\_\_\_





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CLIMATE CHANGE, FORESTRY, ENVIRONMENT  
AND WILDLIFE DEPARTMENT  
(SECTION ENVIRONMENT)

2. Baseline Ecological Environment

3. Baseline Socioeconomic Environment

4. Lab reports of environmental analyses (along with soil tests, Air, water)

**Screening of potential Environmental Impacts and mitigation measures:**

1. Project location

2. Design

3. Construction phase

4. Operational phase

5. Potential Environmental Enhancement Measures

**Environmental management and monitoring program**

- Description of proposed mitigation actions
- Schedule for implementation and Environmental budget
- Proposed monitoring program to assess performance or output of EMP

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Secretary to Govt. of Khyber Pakhtunkhwa  
Climate Change, Forestry, Environment & Wildlife  
Department

**No. SO(ENVT)/CCFE&WD/1-8/EPC-2025:**

**Copy for information to;**

- All members of Environmental Protection Council (EPC) Khyber Pakhtunkhwa
- PS to Secretary Climate Change, Forestry, Environment & Wildlife Department, Khyber Pakhtunkhwa

Muhammad Ishaq  
Section Officer (Environment)