



## Trader Notice No 2 of 2024

28 March 2024

**To:** All registered professional operators

### **Subject:** Updates to the Official Register of Professional Operators

In accordance with Article 66(5) of Plant Health Regulation (EU) 2016/2031, Professional Operators **must notify** this Department of any change to the details of their registration on the Official Register of Professional Operators. There are two updates required:

1. Any change to the name, address and contact details of a professional operator must be notified **within 30 days of the change occurring**.
2. Any other changes to your registration information must be updated **annually** to the Department; this includes:
  - a. address of the premises and, where applicable, the location of land plots used by you as a professional operator to carry out your activities.
  - b. the commodity types, families, genera or species of the plants and plant products that you trade in.

This Trader Notice is notifying you that the 2024 deadline to provide the annual update, as per point 2 above, is Tuesday 30<sup>th</sup> April 2024.

#### **What you need to do**

- Please find the Professional Operator Registration form on our website [gov - Registering as a Professional Operator \(www.gov.ie\)](http://www.gov.ie) to be completed if your details have changed. This can be returned to us via email [plantandpests@agriculture.gov.ie](mailto:plantandpests@agriculture.gov.ie) or by post to *Horticulture & Plant Health Division, Department of Agriculture, Food and the Marine, Backweston Administration Building, Backweston Campus, Celbridge, Co. Kildare, W23 X3PH.*
- If you wish to request a copy of your registration details that are currently on the Plant Health Register, please email [plantandpests@agriculture.gov.ie](mailto:plantandpests@agriculture.gov.ie), or phone (01) 5058885 to request a copy.
- If you are no longer involved in activities which require registration as a professional operator, please notify the Department in writing.
- If you are satisfied that there are no changes to your registration details for 2024, no further action is required.

Professional operators are reminded that a separate authorisation process is required if you need to issue plant passports. Please see the '**Plant Passports and Authorisation Application Process**' section on [www.gov.ie/planthealth](http://www.gov.ie/planthealth), or contact us for assistance.

If you have any queries in relation to the above, please email [plantandpests@agriculture.gov.ie](mailto:plantandpests@agriculture.gov.ie) or phone (01) 5058885.

Yours sincerely

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