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| **Application for Approval of an Egg Packing Centre (EPC)** |

* **Regulation (EU) No 1308/2013 of the European Parliament and of the Council of 17 December 2013 establishing a common organisation of the markets in agricultural products and repealing Council Regulations (EEC) No 922/72, (EEC) No 234/79, (EC) No 1037/2001 and (EC) No 1234/2007**
* **Commission Regulation (EC) No 589/2008 of 23 June 2008 laying down detailed rules for implementing Council Regulation (EC) No 1234/2007 as regards marketing standards for eggs**
* **European Communities (Marketing Standards for Eggs) Regulations 2009 (S.I. No. 140 of 2009)**
* **Regulation (EC) No. 852/2004 of the European Parliament and of the Council on the Hygiene of Foodstuffs**
* **Regulation (EC) No. 853/2004 of the European Parliament and of the Council laying down specific rules for food of animal origin**
* **European Union (Food and Feed Hygiene) Regulations 2020 (S.I.) 22/2020**

SECTION A: Personal Details

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| **Title (Mr, Mrs, Ms. etc)** | **Forename(s) of Applicant** | **Surname of Applicant** |
| **Date of Birth** |  |  |  |  |  |  |  |  | **PPS Number** |  |
| **Name of person responsible for managing the Egg Packing Centre *(if different from above)*** |  |
| **Trading as/ Company Registration No. (***if applicable***)** |  |
| Address (Postal) |  |
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| **Eircode** |  |
| **Address of Food Business Premises *(if different from above)*** |  |
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| **GPS Co-ordinates of Egg Packing Centre** | **Latitude** *(if known)* ***See guidance note***  | **Longitude** *(if known)* ***See guidance note*** |
| Telephone | Landline: | **Mobile:**  |
| **Email Address** |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Flock Number (if applicable)** |  |
| **Please state any other Department ID number(s) held and type of number, e.g. herd number, horticulture number** |  |

SECTION B: Egg Packing Centre Facility Details

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| **Dimensions** | **Length (M)** | **Width (M)** | **Height(M)** |
| **Area for Testing, Grading & Packing**  |  |  |  |
| **Area for Storage of Packaging & packing materials**  |  |  |  |
| **Area for storage of eggs pre-grading**  |  |  |  |
| **Area for storage of eggs post- grading** |  |  |  |

**Section C: Egg Packing Centre Equipment Details**

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| **Does the Egg Packing Centre have the technical equipment necessary for:**  | **Yes *(Tick as appropriate) and provide details of make/model/age of equipment*** | **No *(Tick as appropriate)*** |
| **Suitable candling/testing equipment to allow the quality of each egg to be examined separately?** | **Yes: □ Details:**  | **No: □** |
| **Devices for measuring the height of the air space?** | **Yes: □ Details:**  | **No: □** |
| **Equipment for grading eggs by weight?** | **Yes: □ Details:**  | **No: □** |
| **One or more approved balances for weighing eggs?** | **Yes: □ Details:**  | **No: □** |
| **Equipment for marking eggs?** | **Yes: □ Details:**  | **No: □** |
| **Provide a description of Environmental Controls in place, Temperature, humidity, etc.** |  |

**Please complete the following general information in relation to your proposed Egg packing Centre**

1. **Type of eggs to be graded *(Tick as appropriate)***

**Eggs from caged hens: □ Free Range Eggs: □ Barn Eggs: □ Organic eggs: □**

1. **What is the proposed weekly throughput of eggs?**

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1. **Please provide the source(s) of ungraded eggs? (Egg producer registration number(s))**

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1. **Please provide the source(s) of any graded eggs (if applicable)**

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1. **Will you be participating in any quality assurance scheme, e.g. Bord Bia? Yes: □ No: □**
2. **Will you be grading any other eggs using a specific term referring to feed type: Corn Fed - Yes: □ No: □,**

**Omega three - Yes: □ No: □**

1. **Do you own, operate or supply an egg vending machine(s)? Yes: □ No: □**

**If yes, how many machines and give the location of each machine and the eircodes:**

**Number of machines:**

**Please provide the location of egg vending machine(s)**

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***\*A plan must be provided of the internal layout (to include dimensions) of the proposed egg packing centre, showing the location and layout of the internal areas (described in Section B) for which approval is sought***

***\*\*A site location must be provided of the map detailing the location of the proposed egg packing centre in relation to any other buildings on the site***

 ***\*\*\*A Food Safety Management System for your enterprise, based on HACCP principles, must be provided***

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| **Undertaking by applicant(s)****I/We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** ***(Full name(s) of the applicant must be given, or in the case of a limited liability company the full title of the company and name of secretary must be provided)*** **Hereby apply for approval of an egg packing centre premises in accordance with the relevant legislation.** **I/We declare that, I/We are familiar with the E.U. and National legislation governing the operation of an approved egg packing centre and undertake to abide by that legislation (and subsequent amendments thereof) at all times while operating as an approved egg packing centre. I have read and understood the Data Protection Notice below.****I/We declare that all the information provided by me/us in connection with this application is accurate, complete and true to the best of my/our knowledge, information and belief and that I/we am at least 18 years of age.** Signature(s) of applicant(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_*(Secretary of Company if Applicable)*Signature(s) of applicant(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

***Completed forms should be addressed to:***

***Poultry Section, 2nd Floor Administration Building, Feedingstuffs, Fertiliser, Grain and Poultry Division, Department of Agriculture, Food & the Marine, Backweston Campus, Celbridge, Co. Kildare. W23X3PH***

***Any queries can be directed to:***

: +353 (0)1 5058884 ✉ feedenquiries@agriculture.gov.ie

**No liability shall attach to this Department regarding the existence or adequacy of Planning Permission or other regulatory requirements in connection with building(s) or land area relative to this application.**

**It is the responsibility of the applicant, where necessary, to ensure the existence and/or extent of same and to ensure compliance with all regulatory conditions and requirements. Applicants should familiarize themselves with these requirements.**

**This Department should be notified in advance of any structural alterations or any further development(s) of this proposed egg packing centre**

***Important Note: A separate application must be made in respect of each establishment for which approval is required.***

**Guidance Notes on Completing the Form**

**Site Details - How to find GPS coordinates:**

To find co-ordinates of your site:

1. Open the website Google Maps: <https://www.google.ie/maps>
2. Find and click on the location of your site where your egg packing centre is located
3. Right-click on the location and select “What’s here”
4. A pop up will appear at the bottom of the screen showing the co-ordinates as below:



1. The first number (53.339674 above) represents the Latitude and the second number (-6.255714 above) represents the Longitude.

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| **DATA PROTECTION NOTICE** |

***General Data Protection Regulation information applicable to all Department of Agriculture, Food and the Marine customers can be found at*** [***www.agriculture.gov.ie/dataprotection***](http://www.agriculture.gov.ie/dataprotection)

**Information specific to the personal data being collected**

The following data is specific information in relation to the personal data processed forthe purpose of registration/approval/authorisation of any of the following: Food Business Operator, Egg Packing Centre

1. **Specified purpose:** The data is being processed to enable customers to register as is required under the Marketing Standards Regulations for eggs and under the Hygiene of foodstuffs Regulations
* **Legal basis:** S.I. No. 140 of 2009 European Communities (Marketing Standards for Eggs) Regulations 2009 4 (2). S.I. 22/2020 European Union (Food and Feed Hygiene) Regulations 2020
1. **Recipients:** The data will be shared within DAFM for the purposes of enforcing Food Safety and Authenticity, Traceability, Animal health and Marketing Standards Regulations. This data may also be shared with the Food Safety Authority of Ireland and the European Food Safety Authority as part of DAFM’s contractual obligations. Data may also be shared with the Environmental Health Section of HSE.
2. **Transferred outside the EU:** Personal data will not be transferred outside the EU.
3. **Retention Period:** The data collected for this purpose will be held by the Department only as long as there is a business need to do so in line with the purpose(s) for which it was collected. After this time it will be marked for destruction and will be destroyed in line with internal guidelines or guidelines for destruction received from the National Archives Office or associated permissions received from them.
4. **Data provision being statutory or contractual obligation:** The data provided for this purpose is being requested under the requirements set out in EU Regulations. If the customer does not provide this information their application for registration cannot proceed.
5. **Automated Decision Making:** Data provided will not be processed using automated decision making process.
6. **Information from Third Party:** In circumstances where this Department did not gather your personal data you are still entitled to exercise your rights in relation to this personal data and the details on how to exercise individuals rights are detailed on website www.agriculture.gov.ie/dataprotection
7. **Technical information on data collected:** Technical information on the cookies used on our Department’s website is available at the following link: https://www.agriculture.gov.ie/legalnotices/privacy/