

## **AP03: Application Form for a Plant involved in the production of Raw Pet Food**



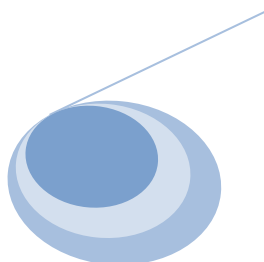
An Roinn Talmhaíochta,  
Bia agus Mara  
Department of Agriculture,  
Food and the Marine

### **Application Form for approval of a Plant involved in the production of Raw Pet Food**

#### **Information Note**

#### **Please note the following:**

- In order to be approved to as a plant involved in the production of raw pet food, the applicant must comply with the European Communities (Animal By-Products) Regulations 2014 (S.I. No. 187 of 2014) and in accordance with Regulation (EC) No. 1069/2009 and Regulation (EU) No. 142/2011.
- ‘CN3 – Conditions for approval of a plant involved in the production of raw petfood’ can be found [here](#) and must be read before completing this application form.
- All personal data processed by the Department of Agriculture, Food and the Marine will take place in accordance with the law on Data Protection and will only be for the purposes connected to the functions of this Department.
- **Please note:** The application form must be completed by the ‘operator’. The operator is defined as ‘the natural or legal persons having an animal by-product or derived product under their actual control, including carriers, traders and users’.
- Three copies of the completed application form and supporting documentation should be sent to Department of Agriculture, Food and the Marine (DAFM), Milk and Meat Hygiene/ABP/TSE Division, (Animal By-Products Section), Grattan House, Grattan Business Centre, Dublin Road, Portlaoise, Co Laois, R32 RY6V.
- ***Applications that are incomplete, that contain insufficient or unsatisfactory information or that do not comply with conditions or legislative requirements will be returned to the applicant and a revised, fully completed application must be re-submitted.***



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**Milk & Meat Hygiene/ABP/TSE Division**

# AP03: Application Form for a Plant involved in the production of Raw Pet Food



An Roinn Talmhaíochta,  
Bia agus Mara  
Department of Agriculture,  
Food and the Marine

Application form for approval to operate as a Plant involved in the production of Raw Pet Food under European Communities (Animal By-Products) Regulations 2014 (S.I. No. 187 of 2014) and in accordance with Regulation (EC) No. 1069/2009 and Regulation (EU) No. 142/2011.

## 1. Applicant/Operator\* Details

Full Name:			
Address:			
Eircode:			
Company Registration Number <u>or</u> PPS Number:			
VAT Number:			
Name and Address of Company for which registration is sought (if different from above):			
Name:			
Address:			
Eircode:			
Signature of Applicant (operator): _____			
<i>The applicant must be the operator. *'Operator' means the natural or legal person having an animal by-product or derived product under their actual control, including carriers, traders and users. Where the Operator is a corporate entity the person signing the application must be in a position of authority that he/she can bind the company.</i>			
Print Name:	_____		
Position within the plant:	_____		
Phone Number (Landline):	_____	Phone Number (Mobile):	_____
Email Address:	_____		
Date:	_____		

DAFM SHOULD BE NOTIFIED IMMEDIATELY OF ANY CHANGES TO THE ABOVE INFORMATION

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production of Raw Pet Food***

<b>2. Plant Details</b>	
<b>Plant Name:</b>	
<b>Plant Address:</b>	
<b>Eircode:</b>	
<b>Phone Number (Landline):</b>	
<b>Phone Number (Mobile):</b>	
<b>Email Address:</b>	

<b>3. Name, address and details of person for correspondence:</b>	
<b>Consultant Name:</b>	
<b>Consultant Address:</b>	
<b>Eircode:</b>	
<b>Phone Number (Landline):</b>	
<b>Phone Number (Mobile):</b>	
<b>Email Address:</b>	

<b>4. Plant Location</b>
<p>(a) National grid co-ordinates (XY) of the plant:</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"><div style="border: 1px solid black; width: 200px; height: 40px;"></div><div style="border: 1px solid black; width: 200px; height: 40px;"></div></div> <p>(b) Provide an ordinance survey map (1:30,000 -50,000) (A3) of the area in which the plant is located, indicating the plant location on the map.</p>

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<b>5. Required documentation</b>	
The following documentation must be provided:	Attached (✓)
<b>A site plan detailing the following flows:</b> <ul style="list-style-type: none"> <li>• Personnel</li> <li>• Raw materials</li> <li>• Finished product</li> <li>• Wastewater</li> <li>• Packaging</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>Details of raw ingredients, both ABP and non-ABP. Full specifications should be given including:</b> <ul style="list-style-type: none"> <li>• shelf lives (where relevant)</li> <li>• treatments/processing</li> <li>• initial sources</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>Description of processing method:</b>	<input type="checkbox"/>
Description of Heat Process/Fermentation Step (or other on-site process method) if not included in HACCP	<input type="checkbox"/>
<b>Hygiene plan</b> Description of re Fridgerated storage conditions for raw materials and end-products	<input type="checkbox"/>
<b>Detailed product description, including:</b> <ul style="list-style-type: none"> <li>• Target species</li> <li>• Complementary or complete feed</li> <li>• Labelling</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>Shelf-life – include as much support for shelf-life claims as possible from the following:</b> <ul style="list-style-type: none"> <li>• Shelf-life trials documentation</li> <li>• Shelf-life certification by independent expert (including their credentials)</li> <li>• Scientific evidence/documentation for similar products</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>

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Microbiology testing SOP for end product	<input type="checkbox"/>
Description of the batching system on site	<input type="checkbox"/>
Initial target markets (i.e. Ireland, EU and/or Third Countries)	<input type="checkbox"/>
Any other relevant documentation	<input type="checkbox"/>

**DECLARATION**

I, the undersigned, declare that the information provided here, is correct to the best of my knowledge and belief. I understand that I must comply with the conditions set out in '*CN3 – Conditions for approval of a plant involved in the production of raw petfood*'. If I cease to use the authorisation, I will notify the Department of Agriculture, Food and the Marine and return my Certificate of Approval.

**Signature:**

**Date:**

**Print Name:**

**Title:**

**CONTACT DETAILS**

For further information contact:

**Department of Agriculture, Food and the Marine, Milk and Meat Hygiene/ABP/  
TSE Division,  
(Animal By-Products Section),  
Grattan House,  
Grattan Business Centre,  
Dublin Road, Portlaoise, Co. Laois.  
R32 RY6V.**

**Phone Number: 057 8691399**

**Email Address: [AnimalByProducts@agriculture.gov.ie](mailto:AnimalByProducts@agriculture.gov.ie)**