

Application for Approval of Food Business Establishment

Subject to Approval under Regulation (EC) No. 853/2004



Complete Parts 1 to 8 inclusive, and the specific sections of Part 9 that relate to the products of animal origin in respect of which you are applying for the approval of your establishment, then complete, sign and date Part 10.

PART 1: TYPE OF PRODUCT(S) OF ANIMAL ORIGIN FOR WHICH APPROVAL IS SOUGHT

Indicate the product(s) of animal origin in relation to which you are applying for approval to use the establishment (tick all that apply).

<input type="checkbox"/>	Minced meat
<input type="checkbox"/>	Meat preparations
<input type="checkbox"/>	Mechanically separated meat
<input type="checkbox"/>	Meat products
<input type="checkbox"/>	Live bivalve molluscs (shellfish)
<input type="checkbox"/>	Fishery products
<input type="checkbox"/>	Dairy products
<input type="checkbox"/>	Frogs' legs/snails
<input type="checkbox"/>	Rendered animal fats and greaves
<input type="checkbox"/>	Treated stomachs, bladders and intestines
<input type="checkbox"/>	Gelatine
<input type="checkbox"/>	Collagen
<input type="checkbox"/>	Raw material for the production of gelatine or collagen intended for human consumption (collection centre or tannery)
<input type="checkbox"/>	Stand-alone cold store

PART 2: ESTABLISHMENT FOR WHICH APPROVAL IS SOUGHT (THE ESTABLISHMENT)

Trading Name	
Address	
Post code	

PART 3: FOOD BUSINESS OPERATOR AND MANAGEMENT OF THE ESTABLISHMENT

Name	
Address of food business operator	
Postcode	
Telephone number	
Fax number	
e-mail address	

Names of managers of the Premises	1	2	3
Job Titles	1	2	3

Names of Others in control of the business	1	2	3
Job Titles	1	2	3

PART 4: USE OF THE ESTABLISHMENT

Which of the following activities will be conducted in/from the establishment? (tick all that apply)

- Wholesale market
- Manufacture
- Other processing (please specify)
- Packing
- Storage
- Cash and Carry/Wholesale
- Catering (preparation of food for consumption in the establishment)
- Retail (direct sale to consumers or other customers)
- Market stall or mobile vendor
- Stand-alone cold store
- Distribution
- Other (please specify)

PART 5: TRANSPORT OF PRODUCTS FROM THE ESTABLISHMENT

How will products be transported from the establishment? (tick all that apply)

- Your own vehicle(s)
- Contract/Private Haulier
- Purchaser's own vehicle(s)
- Other (please specify)

PART 6: SUPPLY OF PRODUCTS FROM THE ESTABLISHMENT TO OTHER ESTABLISHMENTS

Which of the following will be supplied with products from the establishment? (tick all that apply)

- Other businesses that manufacture or process food
- Wholesale packers
- Cold stores that are not part of the establishment to which this application relates
- Warehouses that are not part of the establishment to which this application relates
- Restaurants, hotels, canteens or similar catering businesses
- Take-away business
- Retail shops, supermarkets, stalls or mobile vendors that you own
- Retail shops, supermarkets, stalls or mobile vendors that you do not own
- Members of the public direct from the establishment to which this application relates
- Other (please specify)

PART 7: OTHER ACTIVITIES ON THE SAME SITE

Will any of the following activities be conducted on the same site as, or within, the establishment to which this application approval relates?

	YES	NO
Slaughter, including pigs, sheep, cattle poultry, game etc		
Cutting fresh (including chilled and frozen) meat, poultry meat or game		
Storage of fresh (including chilled and frozen) meat, poultry or game		

APPROVAL CODE

PART 8: INFORMATION AND DOCUMENTATION

The following information is required in order to process your application and should be sent with this application form if possible. Please indicate which information you are sending now. (N.B. information that is not sent now will still be required before your application can be determined).

- A detailed scale plan of the (proposed) establishment and the layout of facilities and equipment.
- A description of the (proposed) food safety management system based on HACCP principles.
- A description of the (proposed) establishment and equipment maintenance arrangements.
- A description of the (proposed) waste collection and disposal arrangements.
- A description of the (proposed) water supply
- A description of the (proposed) water supply quality testing arrangements.
- A description of the (proposed) arrangements for product testing.
- A description of the (proposed) pest control arrangements
- A description of the (proposed) monitoring arrangements for staff health.
- A description of the (proposed) staff hygiene training arrangements.
- A description of the (proposed) arrangements for record keeping.
- A description of the (proposed) arrangements for applying the identification mark to product packaging or wrapping.

PART 9: ACTIVITIES/PRODUCTS TO BE HANDLED IN THE ESTABLISHMENT

Which of the following activities will be conducted in the establishment? Indicate by giving the approximate quantities to be handled in kilograms or litres per week (tick all that apply).

PART 9(1) - Minced Meat and Meat Preparations

- Handling minced meat
- Handling meat preparations

Full details of activities and specific products handled:	
How many tonnes of minced meat in total will be handled in the establishment per week on average:	
How many tonnes of meat preparations in total will be handled in the establishment per week on average:	

PART 9(2) - Mechanically Separated Meat

Mechanically Separated Meat

Full details of Activities and specific products handled:	
How many tonnes of mechanically separated meat in total will be handled in the establishment per week on average:	

PART 9(3) - Meat Products

Meat Products

Full details of Activities and specific products handled:	
How many tonnes of meat products will be handled in the establishment per week on average:	

PART 9(4) - Live Bivalve Molluscs (Shellfish)/Fishery Products

Live Bivalve Molluscs (Shellfish)/Fishery Products

Full details of activities and specific products handled:	
How many tonnes of Live Bivalve molluscs (Shellfish)/Fishery Products will be handled in the establishment per week on average:	

PART 9(5) - Raw Milk/Dairy Products

Raw Milk/Dairy Products

Full details of activities and specific products handled:	
How many tonnes of Raw Milk/Dairy Products will be handled in the establishment per week on average:	

PART 9(6) - Eggs (not Primary Production)/Egg Products

Eggs (not Primary Production)/Egg Products

Full details of activities and specific products handled:	
How many tonnes of Eggs will be packed in the establishment per week on average:	
How many litres of Egg products will be handled in the establishment per week on average:	

PART 9(7) - Frogs' Legs and Snails

Frogs' Legs

Snails

Full details of activities and specific products handled:	
How many tonnes of frogs' legs in total will be handled in the establishment per week on average:	
How many tonnes of snails in total will be handled in the establishment per week on average:	

PART 9(8) - Rendered Animal Fats and Greaves

Rendered Animal Fats and Greaves

Full details of activities and specific products handled:	
How many tonnes of Rendered Animal Fats and Greaves will be packed in the establishment per week on average:	

PART 9(9) - Treated Stomachs, Bladders and Intestines

Stomachs, Bladders and Intestines

Full details of activities and specific products handled:	
How many tonnes of stomachs, bladders and intestines in total will be handled in the establishment per week on average:	

PART 9(10) - Gelatine Stomachs, Bladders and Intestines

Full details of activities:	
How many tonnes of gelatine in total will be handled in the establishment per week on average:	

PART 9(11) - COLLAGEN Collagen

Full details of activities:	
How many tonnes of collagen in total will be handled in the establishment per week on average:	

PART 9(12) - Stand-alone cold store Stand-alone cold store

Full details of activities and specific products handled:	
How many tonnes of product will be handled in the establishment per week on average:	

PART 10: APPLICATION

Name of applicant	
Position in business	
Name of contact	
Position in business	
Tel (incl: Dialling Code)	
Fax (incl. Dialling Code)	
E-mail	

I hereby apply, as food business operator of the establishment described in Part 2, for approval to use that establishment for the purpose of handling products of animal origin for which Regulation (EC) No. 853/2004 lays down requirements, as set out in the relevant Parts of this document.

Signature:	
Date:	

If you need any help or advice about how to complete this form, or about the products to which the Regulations relate, or the circumstances in which approval under the Regulations is required, please contact us on 0300 300 0380

Please submit the completed form:

e-mail: b-serv.es@renfrewshire.gov.uk

Post: Renfrewshire House
Environmental Services
Health Promotion Unit
Cotton Street
Paisley
PA1 1BR

IMPORTANT

Please notify of any changes of details you have given on this form by writing or email to the above address(es)