



The Animal By-Products Regulations (NI) 2003 Regulation (EC) 1774/2002 laying down health rules concerning animal by-products not intended for human consumption

Department of Agriculture and Rural Development Dundonald House Room 927 Upper Newtownards Road Belfast, BT4 3SB
Date Received:
Ref. No.:
Date of Inspection:

# Application and inspection form for approval as a technical plant

Name of applicant	Telephone no. (incl. national dialing code)
<input type="text"/>	<input type="text"/>
Name of operator or company if different	Fax no. (incl. national dialing code)
<input type="text"/>	<input type="text"/>
Full postal address of premises	Email address
<input type="text"/>	<input type="text"/>
	CPH No. (if applicable)
	<input type="text"/>
	OS grid map ref (If known)
Postcode	<input type="text"/>

**Important - Instructions for applicant.** The sections of this application form follow the general layout explained below.

**Requirements of the Regulations.** This section provides a summary of the basic requirements, which must be met before an approval can be issued.

- **Guidance.** These notes provide a summary only and should not be taken as exhaustive. Further details are included in the accompanying guidance documents.
- **Details.** Information to be provided by the applicant. If insufficient space is provided on this form, please continue on a separate sheet referring back to the relevant section number.
- **VO Report.** Comments on the suitability of the application.

Please complete applicant details and sections 1–3, plus other sections as appropriate.

Please note that the following categories are covered by a general approval and it is not usually necessary to apply for individual approvals:

- the use of sheep horn and antlers to produce walking sticks;
- blowing eggs from ducks, geese, hens etc. for craft purposes;
- cleaning seashells for use in gardens;
- curing horse tails for use on rocking horses;
- taxidermy using UK sourced carcasses – apart from cattle/sheep/goat carcasses from which the SRM has not been removed;
- diagnostic, educational and research purposes;
- use of cattle/buffalo horn which does not originate in UK or Portugal for walking sticks;
- by-products from fish/shellfish caught or landed in UK;
- on hooks or in pots as lure for fish/shellfish;
- factory washing of wool/hair/pig bristles for use in clothing, upholstery or technical products; and
- use of mollusc/crustacean shells from which the flesh has been removed for aggregates/garden/footpath/land drainage/ornamental use.

**N.B. this list may be modified in future.**

Please also note that for bloodmeal (fertiliser) production, use rendering plant application form – see Q5 for background information. Also other meals (bonemeal etc.) for fertiliser, complete rendering application form. Hide merchants/markets should use the intermediate plant application form. Tanneries should use this form. **Once you have completed this form, please send the signed copy to Dundonald House (address at the top of the page).**

## 1. General conditions

**Requirement.** The plant must undertake to comply with the specific requirements in Annex VIII of the EU Regulation for the products the plant produces and:

- Implement a HACCP plan – critical control points must be identified and the measures in place to control the risk linked to them. Also, there must be the means of monitoring these measures, appropriate action to be taken in the event that the control measures are found to have failed and confirmation that corrective action has been effective. A nominated person within the plant should be made responsible for the plan and action points. You may wish to seek private advice when designing this system.
- Depending on products, take samples for analyses at an approved laboratory,
- Keep a record of information obtained pursuant to HACCP programme and laboratory analyses for two years,
- Inform the competent authority (DARD) if information available to the operator reveals the existence of a serious animal health or public health hazard.

Note – the approval will immediately be suspended if the conditions under which it was granted are no longer fulfilled.

**Guidance.** It is necessary to consult the conditions in Annex VIII of the EU Regulation. The Regulation is putting the onus on the operator to comply.

**Details.** What product(s) do you produce?

Briefly outline the process(es) and provide a plan showing reception, processing, flow patterns and dispatch.

Do you agree to comply with the Regulation, as outlined above?

Attach your HACCP plan or state when it will be ready.

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Does the HACCP plan:	<i>Tick as appropriate</i>
▪ identify any hazards that must be prevented eliminated or reduced; .....	<input type="checkbox"/>
▪ identify the critical control points (CCPs) at the steps at which control is essential; .....	<input type="checkbox"/>
▪ establish critical limits at CCPs; .....	<input type="checkbox"/>
▪ establish procedures to monitor the CCPs; .....	<input type="checkbox"/>
▪ establish corrective actions to be taken if a CCP is not under control; .....	<input type="checkbox"/>
▪ establish procedures to verify whether the above procedures are working effectively; and .....	<input type="checkbox"/>
▪ establish documents and records to demonstrate the effective application of the above measures..	<input type="checkbox"/>

## 2. Raw materials (apart from organic fertilisers and soil improvers)

**Requirement.** Apart from taxidermy, only category 3 material can be used.

There must be adequate facilities for storing and treating incoming material in complete safety.

There must be adequate facilities for disposing of unused animal by-product remaining after production or the material must be sent to an approved rendering plant or incineration plant.

**Guidance.** Raw materials must be received into a pest-proof building with temperature control if appropriate. There must be no access by unauthorised persons, animals or birds. The building must be locked if nobody is in attendance. There must be no risk of deterioration of the raw material before processing. There must be no risk of contaminating processed products with raw material, either directly or indirectly. Facilities for disposing of unused raw material refers not only to normal production, but there must also be a contingency plan for breakdowns or temporary closure. Is there another technical plant which could take it? Otherwise there must be and identified rendering or incineration plant.

## 2. Raw materials (apart from organic fertilisers and soil improvers) (continued)

**Details.** Describe facilities for reception of raw materials and disposal of unused raw materials.

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## 3. Transport and Record Keeping

**Requirement.** EU Regulation 1774/2002, Annex II, Chapter I requires that Category 2 and Category 3 materials are identifiable and kept separate during collection and transportation. Processed products must be identifiable and kept separate during transportation.

During transport, a label on the packaging or vehicle must clearly indicate – the category of animal by-product and in the case of Category 3 material the words "not for human consumption", and in the case of Category 2 material (other than manure/digestive tract contents) the words "not for animal consumption".

EU Regulation 1774/2002, Annex II, Chapter II requires that animal by-products and processed products are collected and transported in sealed new packaging or covered, leak proof containers or vehicles. Vehicles and re-usable containers and all re-usable items of equipment or appliances that come into contact with animal by-products or processed products must be – (a) cleaned, washed and disinfected after each use; (b) maintained in a clean condition and (c) clean and dry before use. Re-usable containers must be dedicated to the carriage of a particular product to the extent necessary to avoid cross contamination. Packaging material must be incinerated or disposed of by some other means in accordance with instructions from the competent authority.

EU Regulation 1774/2002, Annex II, Chapter III requires that during transportation a commercial document accompanies animal by-products and processed products. Commercial documents must specify (a) date; (b) description of material including animal species; (c) quantity of material; (d) place of origin; (e) name and address of carrier; (f) name and address of receiver and, if applicable, approval number; and (g) if appropriate – the approval number of the plant of origin and nature and methods of treatment. The commercial document must be produced at least in triplicate. The original must accompany the consignment to its final destination and the receiver must retain it. The consignor must retain one of the copies and the carrier the other.

EU Regulation 1774/2002, Annex II, Chapter IV requires records to be kept, containing the information referred to above, as follows: consignor - (a), (b), (c), (e) and if known (f); transporter – (a), (b), (c), (d), (f) and receiver – (a), (b), (c), (d), (e). Records and commercial documents must be retained for 2 years.

EU Regulation 1774/2002, Annex II, Chapter VI. Requires that the transport of animal by-products must take place at an appropriate temperature, to avoid any risk to animal health or public health.

### 3. Transport and Record Keeping (continued)

**Details.** Do you agree to abide by the above conditions relating to transport and record keeping and also to inform any transporter acting on your behalf of the requirements in relation to transport and record keeping? Please indicate if you do not understand any part of the above requirements.

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### 4. Processed manure

(NB If you are proposing to import manure you will have to comply with the specific import requirements).

**Requirement.** The manure must be subject to a heat treatment process of at least 70°C for at least 60 minutes. The processed manure must be (a) free of salmonella (25 gm sample), (b) free from enterobacteriaceae (< 1000 cfu per gm), (c) subject to reduction in spore forming bacteria and toxin formation.

The processed manure must be stored in such a way that contamination or secondary infection or dampness is impossible. Storage must be in either well sealed, insulated silos or properly sealed packs.

**Guidance.** The Animal By-Products Regulations (NI) 2003, Schedule 2 describes the required microbiological testing methods. Samples must be sent to a laboratory approved by DARD under the Regulations. Samples must be collected hygienically, placed in sterile, screw top plastic containers and packaged in accordance with Post Office Regulations. They must be sent by first class post or courier. Both unprocessed and processed manure must be tested for *Clostridium perfringens* to demonstrate a reduction. Only processed manure should be tested for salmonella and enterbacteriaceae.

**Details.** Describe your heat treatment process.

Has any microbiological sampling been done? If so show results.

(NB at the inspection you will be required to demonstrate how temperature/time are measured plus external validation of equipment).

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#### 4. Processed manure (continued)

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#### 5. Blood Products (apart from equine serum)

**NB** If you are proposing to import blood (from outside the EU), you will have to comply with the specific import requirements).

##### 5.A - Raw Materials

**Requirements.** Raw material must be as described at EU Regulation 1774/2002, Article 6.1(a) or (b).

**Guidance.** Article 6.1(a) and (b) is blood from animals of all species which had passed ante mortem inspection and the carcass had passed post mortem inspection. (This means that the slaughterhouse must have a batching system so that when a carcass fails post mortem inspection that batch of blood can be rejected). Such blood can be used for blood products (laboratory/pharmaceutical use) or any other permitted use under the Regulation. *For comparison:*

Article 6.1(d) is blood from pigs and poultry which had passed ante mortem inspection. Such blood can be used for blood meal (fertiliser) or pet food.

Article 6.1(k) is blood from animals of all species which had passed ante mortem inspection. Such blood can be used for blood meal only.

**Details.** What do you produce? What is your source of blood?  
What steps do you take to ensure it is suitable for the purpose?

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## 5.B - Blood Processing Standards

**Requirements.** Poultry Blood for bloodmeal (fertiliser) can be rendered by any of the methods 1 to 5 or 7 at Annex V

Chapter III of the EU Regulation. Mammalian blood for bloodmeal production must be rendered by method 1. However, as an interim measure until 31 December 2004, any rendering method 1 to 5 or 7 may be used.

EU Regulation 1774/2002, Article 6.1 (a) or (b) blood for blood products (pharmaceutical/laboratory) may be treated by any of the rendering methods 1 to 5 or 7 or by a method and parameters which ensures that the blood product complies with the microbiological standards at Annex VII Chapter I, paragraph 10.

**Guidance.** If you intend to produce bloodmeal then use the rendering plant application form.

If you are producing blood products, proceed with this form. The standards are absence of salmonella in 25 gm, plus enterobacteriaceae counts of < 10 per gm in 3 out of 5 samples and <300 per gm in the other 2 out of 5 samples

**Details.** Describe your treatment method and parameters.

What microbiological testing do you carry out?

What existing approvals etc. do you have from any other regulatory authority?

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## 6. Equine Serum

**NB** if you are proposing to import equine serum you will have to comply with the specific import requirements.

**Requirements.** Serum must come from equidae which show no signs of the serious transmissible diseases referred to in Directive 90/426/EEC or of any other serious transmissible disease to which equidae are susceptible and have been obtained in bodies or centres not subject to health restrictions pursuant to that Directive.

**Guidance.** Serum must be obtained from healthy horses. There are no specific further standards specified.

**Details.** What is your source and what checks are made/certification received?

What is the use of the serum? Describe the treatment of serum on your premises and the controls you have in place.

What existing approvals etc. do you have from any other regulatory authority?

## 6. Equine Serum (continued)

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## 7. Hides and skins of ungulates (hoofed animals)

**NB** if you wish to import hides and skins, you will have to comply with the specific import requirements.

**Requirements.** Hides and skins for tanning must come from animals which did not show signs of disease communicable through the hide or skin to animals or humans (EU Regulation 1774/2002, Article 6.1(k) or Article 6.1.(a),(b) or (c)).

Hides and skins may be traded if they have been treated to the drying or salting standards specified at EU Regulation 1774/2002, Annex VIII Chapter VI, A, 2. If you are a hide merchant/market use the intermediate plant application form (ABPR 3). If you are a tannery, use this form.

**Guidance.** See guidance notes or Regulation for description of treatment processes and tanning.

**Details.** What is your source of hides and skins. What checks do you make as to origin and/or what QA documentation do you receive? Describe the treatment of hides and skins at your premises.

Are you registered under the Bovine Hides Regulations (NI) 1998.

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## 7. Hides and skins of ungulates (hoofed animals) (Continued)

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## 8. Game Trophies and Taxidermy

**NB** If you wish to import, you will have to comply with the specific animal health import requirements and CITES. However, game trophies of ungulates and birds which have undergone a complete taxidermy treatment ensuring their preservation at ambient temperature and species other than ungulates and birds are not subject to any animal health restrictions.

**Requirements.** The import requirements are comprehensively listed at EU Regulation 1774/2002, Annex VIII Chapter VII of the Regulation.

**Guidance.** There are no specific controls over UK sourced material or imported material post import, other than the general controls in this Regulation and the SRM controls in the TSE Regulation (NI) 2002. The general principle is that there must be no risk to animal health or public health.

**Details.** What is/are your source(s) of material?

Describe treatments used on the premises

Describe what waste material is produced and disposal.

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## 9. Wool, hair, pig bristles, feathers/parts of feathers

**NB** If you wish to import these materials you will have to comply with the specific import requirements.

**Requirements.** These materials must have been obtained from animals referred to in EU Regulation 1774/2002, Article 6(1)(c) or (k).

**Guidance.** These materials must have been obtained from animals which did not show signs of disease communicable through the material to humans or animals. No standards for treatment of UK origin material or imported material, post import are specified; but the principle is that the treated materials must not present an animal health or public health risk.

**Details.** What are your raw materials and sources. Describe QA checks on sources and documentation. Describe QA checks on arrival at your premises and procedure for rejected material. Describe treatment processes at your premises and disposal of unused material.

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## 10. Bones and bone products, horns and horn products, hooves and hoof products (other than meals) intended for use other than feed material, organic fertiliser/soil improver

**NB** If you wish to import these materials, you will have to comply with the specific import requirements.

**Requirements.** The import requirements are listed at EU Regulation 1774/2002, Annex VIII Chapter X.

**Guidance.** There are no specific requirements for UK origin material or imported material post import; but the principle is that the processed products must not present any risk to animal health or public health.

**Applicant's details.** What are the raw materials used and sources?  
Describe QA checks on sources and documentation.  
Describe QA checks on arrival at your premises and procedure for rejected material.  
Describe treatment at your premises and disposal of unused material.

**10. Bones and bone products, horns and horn products, hooves and hoof products (other than meals) intended for use other than feed material, organic fertiliser/soil improver (continued)**

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Signature of applicant

Date

**This application only relates to the Animal By-Products Regulations (NI) 2003. It does not relate to such matters as planning permission or environmental controls. It is likely that other authorisations will be required.**

**Data Protection Act**

Details of the name, address and type of the business and its registration number will be made publicly available. This is to enable those in possession of animal by-products to identify legitimate outlets and to enable us to meet EU obligations to provide details of registered premises to the European Commission and other member States. The above details may also be used by DARD, DOE, DEFRA, SEERAD, NAWAD respectively and shared with each other and with public bodies for the purposes of the Animal By-Products Regulations (NI) 2003 and related issues, and for consultation on issues of relevance to your business. All of the details on the application form may be made available to District Councils and other public bodies for enforcement and policy purposes.

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**VO comments**

**VO recommendation:**

- Reject.....
- Further work needed.....
- Approve.....


VO Signature

Date

Name

(BLOCK LETTERS)

**Notes for inspecting officer on issuing approval.**

(1) Send form to DVO for counter signature with draft approval .....

(2) If agreed by DVO, issue approval .....

(3) Copy to: (a) Dundonald House .....

(b) DVO.....

(c) District Council.....

(d) DOE/EHS .....


**DVO comments**

DVO Signature

Date

Name

(BLOCK LETTERS)

Question  
Number.