



Application and Inspection Form for Approval of a Handling/Storage Plant or Storage Plant for Animal By-Products Derived Products

APHA address:
ABP Team
APHA Customer Service Centre
County Hall, Spetchley Road
Worcester, WR5 2NP

Date Received

Ref. No.

Date of Inspection

Name of applicant

Name of operator or company if different

Full postal address of premises

Postcode

Telephone no. (incl. National dialling code)

Fax no. (incl. National dialling code)

Email address

CPH No (if applicable)

OS grid map ref (if known)

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

- **Legal requirements.** This section provides a summary of the basic requirements which must be met before an approval can be issued. Applicants should ensure their premises comply fully with these requirements before sending in their application for approval.
- **Guidance.** These notes provide a summary only and should not be taken as exhaustive.
- **Details.** Information to be provided by the applicant. If insufficient space is provided on this form, please continue on the attached blank pages, quoting the relevant section number.
- **Hazard Analysis and Critical Control Point (HACCP) Plan.** If more than one category of animal by-product or derived product is handled or stored in the same establishment then operators must have in place a permanent procedure following the principles of HACCP to identify and Control Critical Points (CCPs); monitor check and record CCPs.
- **Online Guidance.** Please refer to the guidance at

before completing this form.

Once you have completed this form, please send the signed copy to the Animal By-Product (ABP) Team (address at the top of the page) or email to:

Online Fee Guidance

There are application fees and ongoing inspection fees that apply. Please refer to the relevant legislation below:

- **England -**
- **Scotland -**
- **Wales -**

Customer (company) name

Please note:

- details in the customer name field above must be entered **exactly** as they will appear on invoices
- the customer name must be the **full legal trading name**
- **do not** use initials and acronyms

Are you a government department or public organisation?

Yes

No

Billing Address for company (if different from Correspondence Address above):

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Postcode

Country

VAT registration number

Contact for invoices/billing

Contact email address
(for all invoices relating to
the above site)

Full name of contact

Telephone number

1. Premises (1)

Requirement. The Regulations require that no person shall operate a Category 1, 2 or 3 handling/storage plant unless the premises, the operator of the premises and any equipment are approved.

To be approved a handling/storage plant must comply with Regulation (EC) No. 1069/2009 Article 25, 28 and 29 regards general hygiene, own checks and hazard analysis and critical control points. It must also comply with Regulation (EC) No. 142/2011 Annex IX, chapter II (ABPs) or Chapter III (derived products).

Guidance. Handling Plant - A plant that may collect, sort, handle and dispatch animal by-products. Storage Plant - A plant that simply stores animal by-products prior to disposal and does not carry out any process. Derived product storage plant - a plant that stores derived animal by-product as detailed in Article 24 (j) (i) to (iv).

Knackeries which only remove hides/skins and dispose of the rest of the carcase of fallen stock will be considered a handling plant - Category 1 if handling ruminant carcasses and Category 2 for other livestock.

Other examples of handling plants include hides stores (where hides may be salted, but are not tanned), and premises which receive and distribute animal by-products such as hatchery waste for feeding to reptiles and birds of prey.

If a slaughterhouse operator wishes to have a hide and skin Handling Plant approval the hide and skin plant must be adequately separated from the slaughterhouse. Adequate separation can be by means of a total enclosed building, including enclosed drainage.

Details. Give details of all handling activities for each type of material, their categories, species and amounts. If you are intending to export hides and skins to China, please provide details.

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2. Premises (2)

Requirement. Annex IX, Chapter II Section 1 requires the premises to be adequately separated from livestock, the public highway, or other premises such as slaughterhouses. The layout of the plants must ensure the total separation of Category 1 and Category 2 material Category 3 material from reception to disposal.

Guidance. Category 3 material may be used in pet food, and must be protected from Category 1 and 2 material.

Category 1 and 2 material must be handled in separate approved plants but these may be on the same site or in separate parts of one building. Specified Risk Material (SRM) is Category 1 material which must not contaminate any other categories of animal by-products unless there is the intention to mix categories and remove all the materials as the higher risk category (see Section 7).

Category 3 material should be handled on a separate site, but if on same site in a completely separate building as Category 1 and 2 material.

Details. Provide a plan of the plant showing its location, in relation to livestock, highways and other premises. If plants for different categories of animal by-product are on the same site show the relationship between them.

3. Structure Requirements

The plant must have a covered space to receive and dispatch ABPs. It must have a roof, walls and a floor and to be

a permanent, weather-proof structure. It should be of solid construction and built and operated to include appropriate arrangement for protection against pests, such as insects, rodents and birds. Walls must be kept in a good state of repair, with no holes. Doors should be close fitting and kept closed whenever possible.

The plant must be constructed in such a way that it is easy to clean and disinfect. This means that the walls must either, be clad in impervious material, rendered or made of bricks or blocks which are in a good state of repair. Floors must be laid down in such a way as to facilitate the draining of liquids. There must be no pooling of liquids. The drainage must lead to either mains drains or to collection tanks and must not enter the surface water drainage network. Collection tanks must be big enough to collect all the liquids that are produced. The tanks must be emptied regularly and the liquids taken to a place that is approved to receive such liquids. The liquids are not considered to be ABPs.

The plant must have adequate facilities including lavatories, changing rooms, washbasins for staff and, if appropriate, office space which can be made available to the staff performing official controls. The facilities must be kept in a good state of repair and cleanliness. There must be a cleaning programme which must be signed off by the plant operator.

The plant must have appropriate arrangements for protection against pests, such as rodents, birds and insects. There must be a rodent control plans with rodent control records to show that the premises are inspected by a rodent control operator. The plan can be provided by a rodent control company or the plant operator. All actions must be recorded and signed off by the rodent control company (if used) and the plant operator. If birds are a problem, birds must be discouraged from entering or roosting inside the premises by using appropriate bird scarers and anti-perch wires. If insect activity is a problem, these can be controlled by electrical zappers and chemical traps. The plant operator should record if birds or insects are a problem and if so should take the necessary action to control them and this should be recorded. If birds or insects are not a problem, the plant operator should record this at least once each year.

Ideally unloading and loading must take place either entirely within the building or by means of a dock. If this is not possible vehicles must be parked on hard standing, with drainage to the mains drain or water collection tank. Vehicles must be loaded/unloaded without undue delay. Marshalling of loads must take place inside the building.

- (a) Do you have a covered space to receive animal by-products?
- (b) Is it constructed in such a way that is easy to clean and disinfect with floors laid in such a way as to facilitate the draining of liquids?
- (c) Are there adequate lavatories, changing rooms and washbasins for staff?
- (d) Is the building protected against pests such as birds, insects, rodents?

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4. Storage

Requirement. All storage of ABPs must take place inside the approved building. Where necessary the plant must have suitable temperature controlled facilities of sufficient capacity for maintaining animal by-products at appropriate temperatures and designed to allow monitoring and recording of those temperatures. Category 3 material must be chilled or frozen unless utilised within 24 hours when consigned for pet food or feed material production Annex VIII, Chapter I.

Guidance. Temperature probes should be distributed in the storage area to indicate possible temperature variations. If not continuously recorded, temperature measurements should be carried out at least twice a day. Category 3 material may need to be kept chilled, processed quickly and re-chilled or frozen after handling to stop deterioration.

Details. Does your building require temperature control? If it does how is it achieved?

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5. Cleaning

Requirements. The plant must have adequate facilities for cleaning and disinfecting containers in which animal by-products are received and vehicles used for transportation.

Adequate facilities must be provided for disinfecting vehicle wheels.

If cleansing and disinfection of vehicles and containers takes place outside the building, it must be done on a hard standing with drainage to mains drains or to collection tanks and must not enter the surface water drainage system.

Guidance. Vehicles and containers must be cleansed and disinfected after use. Where possible they should be restricted to handle only one category of material.

Details. What facilities do you have to clean and disinfect containers and vehicles in which ABPs are transported? Where are they located?

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6. General Hygiene - Category 3 Plants

Requirements. The sorting of Category 3 material must be carried out in such a way as to avoid any risk of propagation of animal diseases.

All the time during sorting or storage Category 3 material must be handled separately from other materials in such a way as to prevent any propagation of pathogens.

Category 3 material must be stored properly and where appropriate chilled or frozen until re-dispatch.

Category 3 material may be processed later as a feed ingredient. Its species of origin must be kept identifiable during handling so intra-species recycling can be avoided.

Details. How will you monitor the species identity of Category 3 material?

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7. General Hygiene - Category 1 and 2 Plants

Requirements. The sorting of Category 1 or Category 2 material must be carried out in such a way as to avoid any risk of propagation of animal diseases.

All the time during storage, the Category 1 and Category 2 material must be handled and stored separately from other goods and in such a way as to prevent any propagation of pathogens. Category 1 and 2 material must be stored properly, including under appropriate temperature conditions, until re-dispatched.

Waste water must be treated to ensure, as is reasonably practicable that no pathogens remain.

Article 8 (g) of the Council Regulations - Mixtures of Category 1 material with either Category 2 or 3 or both are to be considered Category 1 material. Similarly mixtures of Category 2 and 3 material are Category 2 material - Article 9) (g).

Guidance. Category 3 material may need to be kept chilled, processed quickly and re-chilled or frozen after handling to stop deterioration. Handling should ensure that material does not deteriorate and that there is containment of any disease risk.

Details. How will you achieve these requirements?

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8. Plants Own Checks

Details. If you are handling or storing more than one category of animal by-product in the same establishment or plant, then your plant must have a HACCP plan. Please attach a copy to this application.

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Tick as appropriate

Is a HACCP plan required?

If so, does the HACCP plan:

- identify any hazards that must be prevented, eliminated or reduced
- identify the critical control points (CCPs) at the steps at which control is essential
- establish critical limits at CCPs
- establish procedures to monitor the CCPs
- establish corrective actions to be taken if a CCP is not under control
- establish procedures to verify whether the above procedures are working effectively and
- establish documents and records to demonstrate the effective application of the above measures

List the agreed CCPs, critical limits and corrective actions, associated with the process:

9. Waste Disposal

Requirement. Article 4(a) and 21 1 of the EU Regulation require collection and transportation without undue delay and disposal to appropriate destinations according to the category of animal by-products.

Guidance. ABPs waste may be generated at a handling plant. This is still ABP which must be disposed of promptly. Knackerries which only remove hides and skins from fallen stock, the 'skin and bin' yards will generate SRM in the form of the rest of the carcass. SRM must be stained immediately, stored in closed, labelled containers, on concrete or hard standing. Whole carcasses do not need to be stained as SRM.

Detail. What are the facilities for storage of unused or unwanted material?
Where will these materials go?

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10. Collection and Transportation

Describe how by-products will be delivered to your premises, including temperature control if required. Attach a copy of the commercial document that you will be using

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11. Record keeping

Requirement. Production and other records must be kept for at least two years. This includes records relating to transport, receipt of by-products and of their subsequent use or disposal and records of bacteriological testing
Records must be kept which confirm the date, description, quantity and use made of any by-product.

Details. Describe the form in which these records will be made and kept. If records are in electronic format describe the backup/data retrieval system.

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12. Export

Details. Do you intend to export animal by-products or derived products into the EU? *(please tick box if you intend to export to the EU).*

Signature of applicant

Date

DATA PROTECTION

For information on how we handle personal data please go to [\[link\]](#) and search Animal and Plant Health Agency Personal Information Charter.

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

Note: Following a satisfactory inspection report a temporary approval may be granted, typically for a period of three months.

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 Defra, Scottish Government and Welsh Government respectively and shared with each other and with public bodies for the purposes of the Animal By-Products Regulations and related issues, and for consultation on issues of relevance to your business. All of the details on this application form may be made available to the local authorities and other public bodies for enforcement and policy purposes.

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| <p>Inspector Comments</p> <div style="border: 1px solid black; height: 100px;"></div> | <p>Inspector Recommendation:</p> <ul style="list-style-type: none">• Reject <input type="checkbox"/>• Further work needed <input type="checkbox"/>• Approve <input type="checkbox"/> |
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Inspector Name: Grade:

Notes for inspecting officer on issuing approval

- (1) In England and Wales, if necessary, obtain AB58 holder countersignature. The ABP Team, CSC One Health hold a list of all AB58 holders.
In Scotland send to the Lead APHA Veterinarian
- (2) In England and Wales if agreed by AB58 Holder, issue approval
In Scotland send to Scottish Government to issue approval
- (3) In England and Wales copy to:
 - (a) CSC One Health:
 - (b) Local Authority
 - (c) Environment Agency/Natural Resources WalesIn Scotland, copy to the Scottish Environment Protection Agency

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AB58 Holder Authorisation

Comments and mark forward date

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AB58 Holder Signature

Name in BLOCK LETTERS

Date

- In England and Wales, amendments to approvals and suspension of approvals are carried out by the AB58 Holders. The ODN may be consulted in formulating a recommendation.
- In Scotland, amendments and suspensions are carried out by the Scottish Government. The ODN may be consulted in formulating a recommendation.

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.

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| HM3 Stamp | Name: <input type="text"/> | Date Received: <input type="text"/> | WS ID: <input type="text"/> |
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