Department for Environment, Food and Rural Affairs

Scottish Government

Welsh Government

Approval of bodies, institutes or centres under the ‘Balai’ Directive 92/65 (as amended)

**Application of an Establishment for Approval under Article 13 of the Balai Directive 92/65 (as amended)**

I,       (name in block letters)

being the Owner [ ]  Manager [ ]  of the premises at: (full postal address)

Telephone number

hereby apply to Defra or Scottish Government (SG) or Welsh Government (WG) for approval of the above establishment in accordance with Article 13 of Balai Directive 92/65 (as amended).

I, conﬁrm that:

1. I have read the checklist with Guidance Notes relating to approval.

2. I understand that the above establishment will be inspected and must comply with the requirements in the checklist before it will be granted approval.

3. I conﬁrm that the establishment named above is or is not\* (\* delete as applicable) licensed under the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 (as amended).

4. I understand that an Approved Veterinarian (AV)† must be nominated to ensure the day-to-day compliance with the requirements of the Directive.

The Veterinary Surgeon (VS) whom I wish to act as the AV is:

Name in block letters       Date

The following boxes should be used by Deputy Approved Veterinary Surgeons:

Name in block letters       Date

Name in block letters       Date

Address

Telephone number

Mobile number

I attach a plan showing the whole of the establishment and indicating the limits of the area for which I am seeking approval.

I understand and agree that if my premises is granted approval, details of the approval may appear on a publicly available list on GOV.UK (for certain approved premises only the approval number and Local Veterinary Unit (LVU) will be included in the list).

**The Taxonomic classes or orders I wish to be covered by this approval are detailed at Annex A overleaf.**

† ‘AV’ means a person appointed by APHA in accordance with Annex C of Balai Directive 92/65 (as amended).

Signature

Name in block letters       Date

Position (please tick appropriate box) Owner [ ]  Manager [ ]

Address (if different from page 1)

Telephone number

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| **Data Protection**For information on how we handle personal data please go to [www.gov.uk](http://www.gov.uk) and search Animal and Plant Health Agency Personal Information Charter.  |

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| **Annex A** |  |  |  |
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Use a separate sheet if necessary and tick this box to indicate you have done so [ ]

**Return this form to:**

* the Imports Team (imports@apha.gov.uk) at the Centre for international Trade Carlisle (CITC) for premises approval in England
* the Veterinary Lead Scotland (VLS) at your local APHA ofﬁce for premises approval in Scotland
* the Veterinary Lead Wales (VLW) at your local APHA ofﬁce for premises approval in Wales

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/access-and-opening>

**Guidance Notes for Premises Wishing to Apply for Approval under Article 13 and Annex C of the Balai Directive 92/65 (as amended)**

* Premises that are approved under the above legislation should be able to send animals to UK approved premises from similarly approved premises in EU Member States under special certification procedures, which should generally be simpler than those procedures for certification of animals from non-approved premises. The procedure described below is not necessary if a premises only wishes to move animals between institutions in the UK. If moving animals covered by the Balai Directive to Northern Ireland, Zoos, institutions, and bodies should check whether an import permit is required.
* The requirements for obtaining approved status are set out in Annex C of the Balai Directive.
* The *‘*Checklist for Initial approval inspection’will be used by the APHA Veterinarian who will inspect the premises prior to approval. If the APHA Veterinarian finds that all the conditions for approval can be met, the owner or owner's representative and the AV will both be asked to sign the last page of the checklist. By their signatures they confirm that they have read the checklist and undertake to observe all the conditions, and it is a requirement for approval that they should both give this undertaking.
* If the owner or manager of a premises wishes to have their premises approved, they must complete the application form and return it to the Imports Team in the CITC, VLS or VLW. On the application form they will be asked to nominate a veterinarian who will act as the AV for the premises. The Veterinary Head of Field Delivery (VHoFD), VLS or VLW will arrange for an APHA Veterinarian to visit using the Checklist as above. The VHoFD, VLS or VLW will also arrange for the APHA Veterinarian to interview the AV and train them in the requirements of approved status.
* If approval is granted the CITC, VLS or VLW will inform the premises in writing, giving the premises its unique approval number. If for any reason it is not possible to grant approval, the applicant will be informed in writing, and will be invited to re-apply once the deficient points have been corrected.
* Approved premises will be re-inspected once a year by an APHA Veterinarian, but if the VHoFD, VLS, or VLW considers it advisable because of the disease situation or any other reason, they may require additional inspection visits. Visits can only be postponed or delayed in certain emergency situations after a Veterinary Risk Assessment (VRA) by the Veterinary Advisors from the CITC.
* Data Protection Act: From 1 January 2010 it is a requirement that the UK makes available internet-based information pages containing lists of establishments and laboratories approved in accordance with community veterinary and zootechnical legislation, including the Balai Directive. When a premises makes its initial application for approval, they will be asked to confirm that they would not have any objection to relevant details being published. For certain premises only the approval number and LVU will be included in the list.

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.