

# **APPLICATION FOR REGISTRATION**

**SOUTH DUBLIN COUNTY COUNCIL**



**ENVIRONMENT DEPARTMENT**

**S.I. No. 282 of 2014 – European Union (Packaging) Regulations 2014, as amended**

## **APPLICATION FOR REGISTRATION**

**WITH SOUTH DUBLIN COUNTY COUNCIL**

**IN ACCORDANCE WITH**

**REGULATION 14(1) & PART 1 OF SCHEDULE 3**

## SECTION 1

### DETAILS OF MAJOR PRODUCER<sup>(1)</sup>/COMPANY

**Company Name:**

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**Company's Registered Title:**

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**Company Address:**

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**Company's Registered Address:**

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**Company's Registered Office (CRO) Number:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Eircode:** \_\_\_\_\_

**Note: If not a company, please give the above details for your body corporate or unincorporated body's principle place of business**

<sup>(1)</sup> Major producer means a producer who, for the purpose of trade or otherwise in the course of business, sells or otherwise supplies to other persons packaging material, packaging or packaged products, where the aggregate weight of packaging material and packaging supplied by such major producer exceeds or may be expected to exceed 10 tonnes in a calendar year, and has an annual turnover of more than €1 million

## SECTION 2

### DETAILS OF BRANCH NOMINATED BY THE PRODUCER OR ANOTHER NOMINATED BRANCH (IF IN SEPERATE LOCAL AUTHORITY) WITH RESPONSIBILITY FOR REGISTRATION

**Branch Name:**

\_\_\_\_\_

**Branch Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Eircode:** \_\_\_\_\_

## SECTION 3

### DETAILS OF COMPANY OWNER(S)

(This page may be photocopied if more space is required)

Page No. \_\_\_\_\_ of \_\_\_\_\_

**Owner Name:**

\_\_\_\_\_

**Owner Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Eircode:** \_\_\_\_\_

**Owner Name:**

\_\_\_\_\_

**Owner Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Eircode:** \_\_\_\_\_

## SECTION 4

### DETAILS OF COMPETENT PERSON EMPLOYED FOR THE PURPOSE OF COMPILING STATISTICS RELATING TO THIS APPLICATION

**Name:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

**Position in Company:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Eircode:** \_\_\_\_\_

## SECTION 5

### LOCATION OF PREMISES AT OR FROM WHICH PACKAGING OR PACKAGED PRODUCTS ARE OR WILL BE SUPPLIED BY THE PRODUCER

(This page may be photocopied if more space is required) Page No. \_\_\_\_\_ of \_\_\_\_\_

<b>Address of Premises</b>	<b>Facilities for the Acceptance, Segregation &amp; Storage of Packaging Waste <sup>(2)</sup></b>  <b>Yes/No</b>	<b>Facilities for Customers for the Removal, Segregation &amp; Deposit of Packaging from Products <sup>(3)</sup></b>  <b>Yes/No</b>	<b>Facilities Notified or Advertised in Conspicuous Position &amp; Clearly Visible to Public at Entrance</b>  <b>Yes/No</b>

<sup>(2)</sup> Facilities shall be provided at each premises for the acceptance, segregation and storage of packaging waste

<sup>(3)</sup> Facilities shall be provided at each premises whereby customers may remove, segregate and deposit packaging from products or substances purchase at the premises

## SECTION 6

### NATURE OF BUSINESS CONDUCTED

**Description of the nature of business conducted:**

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**Provide NACE <sup>(4)</sup> Code** \_\_\_\_\_

<sup>(4)</sup> NACE (Nomenclature des Activités Économiques dans la Communauté Européenne) is a European industry standard classification system. The NACE Code can be found on the CSO website [www.cso.ie](http://www.cso.ie).





- (a) Packaging received means all packaging and packaging material (primary, secondary or tertiary) received onto the premises named in Section 5 (including imported packaging material, packaging associated with imported goods and pack-filled packaging)
- (b) Gross Packaging Supplied means packaging received **less back-door waste and/or packaging not supplied (kept in warehouse)**. The levy applied by the LA will be on the manufacturing brand packaging supplied when packaging exported, packaging other label & packaging destined for reuse do not apply
- (c) Packaging exported means packaging material and packaging where such material or packaging is supplied by, or used in the supply of products by, that producer to persons outside of the State
- (d) Other Label means packaging on product that will have the name of the store where the product will be sold rather than the name used by the major producer
- (e) Packaging destined for reuse means packaging which has been conceived and designed to accomplish within its life cycle, a minimum of two trips or rotations and which is subject to operations by which it is refilled or used for the same purpose for which it was conceived, with or without the support of auxiliary products present on the market enabling the packaging to be refilled (e.g. milk bottles, beer kegs etc) (See Regulation 6)
- (f) Manufacturing brand means where a manufacturer markets a good or family of goods under its own brand name(s)

Packaging supplied means packaging, packaging material and packaged goods (primary, secondary and tertiary) supplied at and/or from the premises named in Section 5. "Supply" in relation to packaging material, packaging and packaged products *includes* in the course of business, to provide in exchange for any consideration other than money and to give as a prize or otherwise make a gift

Manufacturing brand packaging supplied is a combination of the above

A levy of €15 per tonne subject to a minimum of €500 and a maximum of €15,000 shall apply to packaging material and packaging supplied from the producer's premises placed onto the Irish market. A producer categorized as a manufacturer brand packaging supplier is levied on this packaging type only

- (g) Products imported and supplied means quantity of packaging imported and manufacturer brand packaging supplied as reported by major producer
  - (h) On products pack filled means a producer who puts products into packaging for the purpose of supply
- (g) and (h) above are the baseline for recovery and recycling targets for a self-complier and relate only to manufacturing brand packaging supplied**

- (i) Waste accepted/ collected/ purchased for recycling, for the purpose of fulfilling obligations under Regulation 11 of the Packaging Regulations i.e. recovery and recycling targets for major producers
- (j) Waste accepted/ collected/ purchased for recovery, for the purpose of fulfilling obligations under Regulation 11 of the Packaging Regulations i.e. recovery and recycling targets for major producers



**SECTION 9**

**NAME AND ADDRESS OF PRODUCER(S) TO WHOM PACKAGING AND PACKAGED PRODUCTS WAS/WERE 'RECEIVED' IN THE TWELVE-MONTH PERIOD PRIOR TO THE DATE OF APPLICATION**

(This page may be photocopied if more space is required) Page No. \_\_\_\_\_ of \_\_\_\_\_

<b>Name</b>	<b>Address</b>

## SECTION 10

### ESTIMATED PACKAGING WEIGHTS RECEIVED AND SUPPLIED BY THE APPLICANT INCLUDING REUSABLE PACKAGING IN THE TWELVE-MONTH PERIOD PRIOR TO THE DATE OF THIS APPLICATION

BOXES SHOULD BE FILLED 'ZERO' WHERE APPROPRIATE

Packaging Type (Tonnes)	Reusable Packaging Supplied	Packaging Received	Manufacturing Brand Packaging Supplied <sup>(5)</sup>
Glass			
Plastic			
Paper & Fibreboard			
Steel Inc metals			
Aluminium			
Wood			
Textiles			
Composites			
Other			
<b>Total</b>			

<sup>(5)</sup> Manufacturing brand means where a manufacturer markets a good or family of goods under its own brand name(s)

Packaging supplied means packaging, packaging material and packaged goods (primary, secondary and tertiary) supplied at and/or from the premises named in Section 5. "Supply" in relation to packaging material, packaging and packaged products *includes* in the course of business, to provide in exchange for any consideration other than money and to give as a prize or otherwise make a gift

Manufacturing brand packaging supplied is a combination of the above

A levy of €15 per tonne subject to a minimum of €500.00 and a maximum of €15,000.00 shall apply to packaging material and packaging supplied from the producer's premises placed onto the Irish market. A producer categorized as a manufacturer brand packaging supplier is levied on this packaging type only.

## SECTION 11

### ESTIMATED PACKAGING WEIGHTS PACK-FILLED, IMPORTED AND SUPPLIED BY THE APPLICANT IN THE TWELVE-MONTH PERIOD PRIOR TO THE DATE OF THIS APPLICATION

BOXES SHOULD BE FILLED 'ZERO' WHERE APPROPRIATE

Packaging Type (Tonnes)	Packaging on Products Imported & Supplied by the Producer <sup>(6)</sup>	Packaging on Products Pack-filled by the Producer <sup>(7)</sup>
Glass		
Plastic		
Paper & Fibreboard		
Steel incl. metals		
Aluminium		
Wood		
Textiles		
Composites		
Other		
Total		

<sup>(6)</sup> Products imported and supplied means quantity of packaging imported and supplied as reported by major producer

<sup>(7)</sup> On products pack-filled means a producer who puts products into packaging for the purpose of supply

<sup>(6)</sup> and <sup>(7)</sup> above are the baseline for recovery and recycling targets for a self-complier and relate only to manufacturing brand packaging supplied

## SECTION 12

### VALID APPLICATION FOR REGISTRATION

A valid application for registration made in writing to **South Dublin County Council** shall have the following items enclosed:

- (i) Three-year implementation plan
- (ii) Relevant fee

#### **(i) Three-year implementation Plan**

A three-year implementation plan shall accompany the major producer's application for registration with **South Dublin County Council**. This plan should specify the measures that the major producer intends to take in order to comply with the requirements of these Regulations, including the steps which the major producer intends to take to prevent or minimise packaging waste. The plan relates to the overall activities of the major producer within the **Local Authority Area of South Dublin County Council** and shall be made available on request to any person, free of charge.

In addition, the major producer shall fix and maintain a notice in a conspicuous position that is clearly visible to members of the public, within one metre of each entrance to each premises, a notice complying with the requirements specified in Part 2 of Schedule 2 of the Regulations.

The wording for this notice is provided in [appendix 1](#).

Please refer to document titled - [Three Year Implementation Plan](#)

#### **(ii) Registration Fee**

A registration fee must accompany the application for registration with **South Dublin County Council**. The prescribed registration fee is as follows -

- €15.00 per tonne of packaging material and packaging placed on the market from the major producers premises in the 12 month period prior to the date of this application. Subject to a minimum of €500 and a maximum of €15,000 per premises subject to Regulation 14(6) & 14(7).

**REGISTRATION FEE ENCLOSED:**

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## 12.1 ADDITIONAL OBLIGATIONS ON MAJOR PRODUCERS

12.1.1 Fix and maintain in a conspicuous position and in such a manner as is clearly visible to members of the public, within one metre of each entrance to each premises at or from which the major producer supplies packaging material, packaging or packaged products, a notice complying with the requirements specified in Part 1 of Schedule 2. The wording for this notice is provided in **appendix 2**.

12.1.2 Provide facilities at each premises for the acceptance, segregation and storage of packaging waste in accordance with these Regulations;

12.1.3 Provide facilities at each premises specified whereby customers may remove, segregate and deposit packaging from products or substances purchased at the premises;

12.1.4 Accept from any person, free of charge between the hours of 9.30 a.m. to 5.30 p.m., each Monday to Friday, at any premises any packaging waste relating to packaging material, packaging or packaged products of a type or brand supplied by that major producer; and

11.1.5 Within a week of being requested so to do, collect, or arrange for the collection of, from any producer to whom the major producer supplies packaging material, packaging or packaged products, any packaging waste relating to packaging material, packaging or packaged products of a type or brand supplied by the major producer.

12.1.6 During the months of March and September in each calendar year, a major producer shall -

(a) Publish in 1 or more newspapers circulating in the functional area of **South Dublin County Council** in which its premises is situated a notice complying with the requirements of Part 5 of Schedule 2. The wording for this notice is provided in **appendix 3**.

**Note:** The major producer shall provide copies of all notices published to **South Dublin County Council** within 10 days of the date of publication of such notices.

**SOUTH DUBLIN COUNTY COUNCIL WILL BE NOTIFIED OF ANY CHANGES TO THE INFORMATION SUPPLIED IN THIS FORM. I HEREBY DECLARE THE INFORMATION AND PARTICULARS SUPPLIED ON THIS FORM TO BE CORRECT AND TRUE.**

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

**POSITION HELD IN COMPANY** \_\_\_\_\_

*Please return completed application form to: **SOUTH DUBLIN COUNTY COUNCIL, ENVIRONMENTAL WATER & CLIMATE CHANGE, COUNTY HALL, TALLAGHT, DUBLIN 24***



## Appendix 1

### PART 2 of SCHEDULE 2

#### REQUIREMENTS REGARDING A NOTICE UNDER REGULATION 15(1): (Three-year Implementation Plan Notice)

(a) be not less in dimension than 40 centimeters in height and 30 centimeters in width or 30 centimeters in height and 40 centimeters in width,

(b) be so printed in black indelible ink with a Times New Roman font size of at least 32 or equivalent and line space of at least 1.5 lines on a white background and affixed, on a durable material, so as to be easily visible and legible,

(c) not be obscured or concealed at any time, and

(d) state the following—

“WASTE MANAGEMENT ACT 1996

A three-year implementation plan specifying the steps to be taken by **[name of producer]** for the purpose of recovering packaging waste is available at these premises or, if so requested, will be sent by post, fax or electronic mail.”

and

(e) be affixed until the preparation of a revised three-year implementation plan subsequent to the provisions of regulation 15(2)

## Appendix 2

### PART 1 of SCHEDULE 2

#### REQUIREMENTS REGARDING A NOTICE UNDER REGULATION 10(1)(a) : (Take Back Notice)

(a) be not less in dimension than 40 centimeters in height and 30 centimeters in width or 30 centimeters in height and 40 centimeters in width,

(b) be so printed in black indelible ink with a Times New Roman font size of at least 32 or equivalent and line space of at least 1.5 lines on a white background and affixed, on a durable material, so as to be easily visible and legible,

(c) not be obscured or concealed at any time, and

(d) state the following—

“WASTE MANAGEMENT ACT 1996

We are required to accept on these premises, free of charge, for the purpose of recovery, packaging waste arising from products, packaging or packaging material of a type or brand sold or otherwise supplied on these premises. The products or packaging in question need not necessarily have been purchased from **[name of producer]**”

## Appendix 3

### PART 5 of SCHEDULE 2

#### REQUIREMENTS REGARDING A NOTICE UNDER REGULATION 10(4) : (Newspaper Notice)

“WASTE MANAGEMENT ACT 1996

**[Name of producer]**

**[Address of premises]**

We are required to accept at **[insert address of premises]**, free of charge, for the purpose of recovery, packaging waste of the following categories **[insert packaging types]**. The products or packaging in question need not necessarily have been purchased from **[name of producer]**.”