

# **RENEWAL APPLICATION FOR REGISTRATION**

**South Dublin County Council**



**ENVIRONMENT DEPARTMENT**

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

## **RENEWAL APPLICATION FOR REGISTRATION**

**WITH SOUTH DUBLIN COUNTY COUNCIL**

**IN ACCORDANCE WITH**

**REGULATION 14(2) & PART 2 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:** \_\_\_\_\_

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<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

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

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

**Name:**

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**Address:**

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**Position in Company:**

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

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

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

## SECTION 4

### SUMMARY OF THE OVERALL ACTIVITIES IN RESPECT OF THE AGGREGATE WEIGHT OF PACKAGING MATERIAL RECEIVED AND/OR SUPPLIED IN THE PRECEDING TWELVE-MONTH PERIOD

Packaging Type (Tonnes)	Received	Gross Packaging Supplied	Exported	Other Label	Destined for Reuse	Manu Brand Packaging Supplied	On Products Imported & Supplied	On Products Pack Filled	Waste Accepted (Acc)/ Collected (Coll)/ Purchased (Pur) for Recycling			Waste Accepted (Acc)/ Collected (Coll)/ Purchased (Pur) for Recovery		
									Acc/ Coll	Pur	Total	Acc/ Coll	Pur	Total
Glass														
Plastic														
Paper & Fibreboard														
Steel Inc Metals														
Aluminium														
Wood														
Textiles														
Composites														
Other														
Totals														

- (a) Packaging received means all packaging and packaging material (primary, secondary or tertiary) received onto the premises named in section 3 of the Producer's Annual Report (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 3 of the Producer's Annual Report. "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 5

### WEIGHT OF PACKAGING RECEIVED AND SUPPLIED BY THE APPLICANT INCLUDING REUSABLE PACKAGING IN THE PRECEDING REGISTRATION PERIOD

BOXES SHOULD BE FILLED 'ZERO' WHERE APPROPRIATE

Packaging Type (Tonnes)	Reusable Packaging Supplied	Packaging Received	Manufacturing Brand Packaging Supplied <sup>(2)</sup>
Glass			
Plastic			
Paper & Fibreboard			
Steel Inc Metals			
Aluminium			
Wood			
Textiles			
Composites			
Other			
Totals			

<sup>(2)</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 3 of the Producer's Annual Report. "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 6

### NAME AND ADDRESS OF PRODUCER(S) TO WHOM PACKAGING AND PACKAGED PRODUCTS WAS/WERE 'RECEIVED' IN THE PRECEDING REGISTRATION PERIOD

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

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

Name	Address



## SECTION 7

### THE WEIGHT OF PACKAGING WASTE ACCEPTED, COLLECTED AND PURCHASED IN THE PRECEDING REGISTRATION PERIOD, IN RESPECT OF EACH TYPE OF PACKAGING MATERIAL

BOXES SHOULD BE FILLED 'ZERO' WHERE APPROPRIATE

Packaging Type (Tonnes)	Packaging Waste Accepted	Packaging Waste Collected	Packaging Waste Purchased
Glass			
Plastic			
Paper & Fibreboard			
Steel Inc Metals			
Aluminium			
Wood			
Textiles			
Composites			
Other			
Totals			

**Please note** refer to Regulation 5 for interpretation of packaging waste accepted & collected and Regulation 12 for interpretation of packaging waste purchased

## SECTION 8

### THE WEIGHT OF PACKAGING ON PRODUCTS IMPORTED & SUPPLIED AND ON PRODUCTS PACK-FILLED BY THE PRODUCER IN THE PRECEDING REGISTRATION PERIOD IN RESPECT OF EACH TYPE OF PACKAGING MATERIAL

**(IF ZERO IS THE ANSWER FOR THIS SECTION, SECTION 12 SHOULD ALSO BE FILLED ZERO)**

Packaging type (Tonnes)	Packaging on Products Imported & Supplied <sup>(3)</sup>	Packaging on Products Pack Filled <sup>(4)</sup>
Glass		
Plastic		
Paper & Fibreboard		
Steel Inc Metals		
Aluminium		
Wood		
Textiles		
Composites		
Other		
Totals		

<sup>(3)</sup> Products imported and supplied means quantity of packaging imported and supplied as reported by major producer

<sup>(4)</sup> On products pack-filled means a producer who puts products into packaging for the purpose of supply

<sup>(3)</sup> and <sup>(4)</sup> above are the baseline for recovery and recycling targets for a self-complier and relate only to manufacturing brand packaging supplied

## SECTION 9

THE NAME AND ADDRESS OF ANY PRODUCER WHO ACCEPTED THE TRANSFER OF PACKAGING WASTE FROM THE PRODUCER CONCERNED IN THE PRECEDING REGISTRATION PERIOD, AND THE WEIGHT OF SUCH WASTE SO ACCEPTED BY EACH PRODUCER IN RESPECT OF EACH TYPE OF PACKAGING MATERIAL

Name	Address	Packaging Material Type	Quantity (Tonnes)

## SECTION 10

### DETAILS OF THE RECOVERY OPERATORS (INCLUDING DETAILS OF THEIR WASTE COLLECTION PERMITS) USED FOR THE RECOVERY OF PACKAGING WASTE DURING THE PRECEDING REGISTRATION PERIOD FOR THE PURPOSES OF REGULATION 5(1)(A)

Recovery Operator Name: \_\_\_\_\_

Recovery Operator Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Waste Collection permit No.: \_\_\_\_\_

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

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

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

Recovery Operator Name: \_\_\_\_\_

Recovery Operator Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Waste Collection permit No.: \_\_\_\_\_

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

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

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

**Recovery Operator Name:** \_\_\_\_\_

**Recovery Operator Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Waste Collection permit No.:** \_\_\_\_\_

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

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

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

## SECTION 11

**THE WEIGHT OF PACKAGING WASTE; RECOVERED BY OR ON BEHALF OF THE PRODUCER, RECYCLED BY OR ON BEHALF OF THE PRODUCER, ACCEPTED BY EACH RECOVERY OPERATOR, IN THE PRECEDING REGISTRATION PERIOD IN RESPECT OF EACH TYPE OF PACKAGING MATERIAL (MAJOR PRODUCER SHALL EXCLUDE THEIR OWN BACKDOOR WASTE)**

**BOXES SHOULD BE FILLED 'ZERO' WHERE APPROPRIATE**

<b>Packaging Type (Tonnes)</b>	<b>Recovered by or on behalf of the producer</b>	<b>Recycled by or on behalf of the producer</b>	<b>Accepted by each recovery operator</b>
<b>Glass</b>			
<b>Plastic</b>			
<b>Paper &amp; Fibreboard</b>			
<b>Steel Inc metals</b>			
<b>Aluminium</b>			
<b>Wood</b>			
<b>Textiles</b>			
<b>Composites</b>			
<b>Other</b>			
<b>Totals</b>			

## SECTION 12

**NAME AND ADDRESS OF ANY PRODUCER, DEALER, BROKER OR RECOVERY OPERATOR FROM WHOM PACKAGING WASTE WAS PURCHASED, EITHER DIRECTLY OR INDIRECTLY, IN THE PRECEDING REGISTRATION PERIOD FOR THE PURPOSES OF FULFILLING THE OBLIGATIONS OF REGULATION 11 AND THE WEIGHT OF SUCH PURCHASED PACKAGING WASTE BY EACH TYPE OF PACKAGING MATERIAL**

<b>Name</b>	<b>Address</b>	<b>Classification of waste seller</b>	<b>Packaging Material Tyre (Purchased)</b>	<b>Quantity (Tonnes)</b>

**Please note** any relevant corroboratory documentation in support of such transactions including a declaration, signed by a competent person, to confirm that the packaging waste purchased, either in whole or in part, has not previously been the subject of any subsidy payments or, as appropriate, subventions from an approved body, must also be submitted

## SECTION 13

**THE WEIGHT OF PACKAGING WASTE DISPOSED OF OR CONSIGNED FOR DISPOSAL BY THE PRODUCER DURING THE PRECEDING REGISTRATION PERIOD IN RESPECT OF EACH TYPE OF PACKAGING MATERIAL AND THE NATURE OF THE DISPOSAL OPERATIONS INVOLVED**

<b>Packaging Type (Tonnes)</b>	<b>Packaging Waste Disposed</b>	<b>Nature of the Disposal Operations</b>
<b>Glass</b>		
<b>Plastic</b>		
<b>Paper &amp; Fibreboard</b>		
<b>Steel Inc Metals</b>		
<b>Aluminium</b>		
<b>Wood</b>		
<b>Textiles</b>		
<b>Composites</b>		
<b>Other</b>		
<b>Totals</b>		



## SECTION 14

### NEWSPAPERS NOTICES

Copies of any notices placed in newspapers, including details of the titles and publication dates for the notices in the newspapers concerned, circulating in the functional area of the local authority concerned for the purposes of regulation 10(4) in the preceding registration period i.e.

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

- (a) publish in one or more newspapers circulating in the functional area of the **South Dublin County Council** in which its premises is situate a notice complying with the requirements of Part 5 of Schedule 2 (the wording for which is provided in **appendix 1**) ; and
- (b) provide copies of all notices published to the local authority within ten days of the date of publication of such notices.

## SECTION 15

### ANNUAL REPORT REQUIREMENTS

An annual report specifying the steps taken to comply with the regulations in the preceding registration period.

The report shall include a declaration from a competent person having due regard to the records of the major producer, that the competent person is of the opinion that the major producer has complied with the provisions of regulations 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16 and 25 i.e.

Reg 5 – Packaging waste arising on a producer’s premises

Reg 6 – Information on packaging destined for reuse

Reg 7 – Information on the weight of packaging

Reg 8 – Obligation regarding recovery operators

Reg 10 – Requirements on major producers to recover and recycle packaging waste

Reg 11 – Recovery and recycling targets for major producers

Reg 12 – Purchase of packaging waste

Reg 13 – Registration and certification of major producers

Reg 14 – Application for registration or renewal of registration

Reg 15 – Implementation plans, annual reports and quarterly reports

Reg 16 – Application of requirements

Reg 25 – Power of local authority to require submission of information

## SECTION 16

### THREE YEAR IMPLEMENTATION PLAN REQUIREMENTS

A revised three-year implementation plan, having regard to experience in the preceding registration period, specifying the steps to be taken to comply with the Regulations, including the steps proposed to be taken to prevent or minimise packaging waste. The plan may relate 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 3 of Schedule 2.

The wording for this notice is provided in [appendix 2](#).

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

## SECTION 17

### REGISTRATION FEE

An application for renewal of registration with **South Dublin County Council** must be accompanied by a registration fee. The prescribed registration fee is as follows -

- €15.00 per tonne of packaging material and packaging placed on the market, on a per premises basis (detailed in Section 1) in the 12 month period since initial registration or last preceding renewal of registration as the case may be. Subject to a minimum of €500 and a maximum of €15,000 per premises.

**REGISTRATION FEE ENCLOSED:**

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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, Environment Water & Climate Change, County Hall, Tallaght, Dublin 24***

## Appendix 1

### 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]**.”

## Appendix 2

### PART 3 of SCHEDULE 2

#### **REQUIREMENTS REGARDING A NOTICE UNDER REGULATION 15(2) : (Annual Report & Three Year Implementation Plan)**

- (a) be not less in dimension than 40 centimetres in height and 30 centimetres in width or 30 centimetres in height and 40 centimetres 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

The following documentation is available at these premises—

- (i) An annual report specifying the steps taken by **[name of producer]** for the purpose of recovering packaging waste in the preceding calendar year, and
- (ii) A three-year implementation plan specifying the steps which **[name of producer]** proposes to take to recover, prevent and minimise packaging waste, and if so requested, will be sent by post, fax or electronic mail”