



**APPLICATION / ANNUAL RENEWAL FORM
PROCESSORS 2018-19**

This form is an application / annual renewal form for processor registration under the Northern Ireland Farm Quality Assurance Scheme (“the Scheme”).

Please complete this form in BLOCK CAPITALS and return with the appropriate remittance as per enclosed invoice (annual licence fee) together with any Certificates of Conformity/Evidence of verification for “Northern Ireland Farm Quality Assured” claims, to the address stated overleaf.

To participate in the Scheme requires full disclosure of all business activities related to the Scheme.

ANY FALSE OR MISLEADING STATEMENTS ON THIS APPLICATION MAY RESULT IN WITHDRAWAL OF PARTICIPATION.

SECTION A – PROCESSOR BUSINESS & SITE DETAILS

PLEASE USE A SEPARATE APPLICATION FORM FOR EACH SITE

| | |
|--|--|
| Company | |
| Address | |
| Placename | |
| POST TOWN | |
| Post Code | |
| Contact Person | |
| Telephone No. | |
| Fax No. | |
| E-mail | |
| Type of Operation | SLAUGHTER / CUTTING / MINCING / PACKING / OTHER : |
| Plant Approval No. | |
| APHIS Abattoir No. | |
| APHIS Password | |
| Expiry Dates of Certificates | Red Tractor Assurance Meat Processing (if applicable): BRC: Verification of NI Farm Quality Assured Claim: |
| If more than one site, has a separate application been submitted for each site? (circle as applicable) YES NO | |

Continued overleaf

SECTION B – DECLARATION

- 1 I confirm that I have read and understood the Processor Standard (version 10, 2018) and the NIBL FQAS Beef Labelling Standard Guidance (version 1 , April 2015)
- 2 I agree to comply with the Processor Standard and the NIBL FQAS Voluntary Beef Labelling Standard Guidance, which may be amended from time to time by FQAS/LMC subject to agreement with NIMEA and other member companies.
- 3 I understand that any breach of the Standard or NIBL FQAS Voluntary Beef Labelling Standard Guidance may lead to my exclusion from the Scheme.
- 4 I agree to provide full and accurate information to FQAS/LMC in relation to my application, including copies of Certificates of Conformity/ Evidence of verification for “Northern Ireland Farm Quality Assured” claims.
- 5 I agree to my premises being inspected by LMC or its appointed representative at any reasonable time, with or without prior notice, for purposes in connection with FQAS (Beef & Lamb) and the Processor Standard or NIBL FQAS Voluntary Beef Labelling Standard Guidance.
- 6 I agree that records relating to my plant held on the DAERA APHIS Computer may be accessed by LMC or its appointed representative for purposes in connection with FQAS (Beef & Lamb) and the Processor Standard.
- 7 I agree that records relating to my plant on staff animal welfare training, carcass dressing specification, SRM disposal, carcass classification, traceability for Beef Labelling Regulation, plant hygiene audit, HACCP system, microbiological sampling, price reporting and producer payment differentials, will be made available for inspection by LMC or its appointed representative for purposes in connection with FQAS (Beef & Lamb) and the Processor Standard.
- 8 I have checked the information given on this form and confirm that it is correct to the best of my knowledge.
- 9 I agree to inform FQAS/LMC of any changes in my circumstances to those declared on this form.
- 10 I agree to pay the Monthly Throughput Fee (plus VAT) as part of my membership when invoiced.
- 11 I enclose the Annual Licence Fee (plus VAT) as per the Processor Membership Fees sheet. I understand that there is no entitlement to a refund once this application has been processed.
- 12 I agree that LMC may pass to NIMEA details of prices paid by my company for FQAS and non-FQAS stock for the purpose of NIMEA monitoring my compliance with Processor Standard (Version 10, 2018).

Cheques should be made payable to Farm Quality Assurance Scheme.

SECTION C – DATA PROTECTION POLICY

This policy outlines what we, the Livestock & Meat Commission, intend to do with data relating to your company. You will be treated as consenting to the processing by us of any relevant data as outlined in this policy. This does not affect any of our obligations or your rights under the Data Protection Act.

Data relating to your company will be processed as follows. We will use the data to manage the scheme administered by us and manage our relationship with you. It may be used by the Scheme to promote Northern Ireland Farm Quality Assured Beef and Lamb, and to monitor price differentials between FQAS and non-FQAS stock.

We will keep the company data confidential. We may disclose the company data as set out below. Where appropriate we will require anyone to whom the company data is disclosed to process the company data only as instructed by us and keep it confidential. The company data may be disclosed as follows:

- a) Company data may be processed by companies owned by or associated with us through agents or contractors for the purpose of carrying out functions on our behalf or in connection with applications in relation to, or participation in, the various schemes administered by us or on our behalf.
- b) Your participation status with the Scheme will be made available to the industry via the DAERA Animal and Public Health Information System (APHIS) and other suitable mediums.
- c) Disclosures may be made to anyone as necessary for the purpose of the prevention or detection of fraud.
- d) We will not disclose data on an individual company basis other than where this is a requirement under law and under other conditions in this section.
- e) We may make other individual company disclosures at your written request or with your prior written consent.

By making this application I understand I am consenting to the processing by LMC of data as outlined on this form.

SIGNATURE _____ **PRINT** _____

POSITION _____ **DATE** _____

ON BEHALF OF COMPANY _____

For Office Use Only

| Application | Received | Processed | Result | Initials |
|-------------|----------|-----------|--------|----------|
| Dates | | | | |

Please forward this form and cheque to the FQAS Manager, LMC, Lissue Industrial Estate (East), 1A Lissue Walk, Lisburn, Co. Antrim, BT28 2LU