

Application Form AP65 Non-Dairy Maintenance Compound Approval

Before you start, let's check that you have everything you need:

- You are filling out this form as you need approval for the maintenance compounds used by the operator in processing non-dairy animal products under the Animal Products Act 1999 regime.
- You are required to submit the product label (or a copy), a full formulation of the product and product information sheet (required only if it contains claims relating to maintenance compound use or the product label does not include directions for use.)
- If your business is a registered limited liability company, you need a copy of the company registration certificate and your New Zealand Business Number (NZBN). See www.companies.govt.nz
- The application fee according to the payment section of this form.
Note: all fees on this form are inclusive of GST.

Read these notes before you start filling out the form:

- For help in completing this form and other relevant information, see [Approved Maintenance Compounds \(Non-Dairy\) Manual](#)



- This icon is used when you need to make a decision. The question will help you decide whether you need to complete a particular section.



- This icon is used when you need to pay special attention or provide technical information.
- Throughout this form you will need to tick boxes that look like this: ☐. A checked box indicates a 'yes' answer.
- Send the completed application form, together with the fee and any other documentation required (see below) to MPI at the above address. We prefer email files. Processing time is up to 20 working days from the time we determine that your application is complete.
- If there are any changes to the details provided in this application after the application has been submitted, you must promptly inform MPI of the changes in writing.

Frequently used terms

CAS number = Chemical Abstracts Services registry number

GST = Goods and services tax

Maintenance Compounds = refers to detergents, sanitisers and other compounds used to clean or maintain premises and equipment.

MPI = Ministry for Primary Industries

Application Form AP65 Non-Dairy Maintenance Compound Approval

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Question A: Is this a new, renewal or amendment application for Approval of Non-Dairy Maintenance Compound?

- ☐ New
☐ Renewal
☐ Amendment

1. Product Trade Name* (only asterisk fields appear in MPI website published lists)	
Previous product name (if changed since the last approval)	

2. Applicant Details* Registered company name or partnership names (including the trading name) or individual name.	
<input type="checkbox"/> I have attached a copy of the company name registration from the New Zealand Companies office (www.companies.govt.nz)	
New Zealand Business Number (NZBN) For more information about NZBNs, see www.nzbn.govt.nz	

3. Business Address and Contact Details			
Street/Physical (location of actual premises)		Postal, including post code (for communication)	
Phone		Mobile	
Email	By entering an email address, you consent to being sent information and notifications electronically, if required.		

4. Third Party Company Name (when providing supporting information) Note: if you are providing information to support another company's application you only need to complete the relevant sections, such as product composition. Any information you supply will not be released to the company making the application. This information is official information and may be subject to a request made under the Official Information Act 1982. Refer to 'Collection of Information' section later in the form.

5. Compound Description* (for example, cleaner, sanitiser, lubricant) Note: this is based on information supplied and intended use.	
Description requested	For MPI use only: Granted
Renewals: Do you want the description changed from what is already approved?	<input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, insert above)

6. Approval Code* Pick a code from Part C of the manual Note that some codes are embedded within other codes (for example, C31 is within C38) and some codes require evidence of additional approval.		
Requested	For MPI use only: Granted	For MPI use only: Date

7. Disinfectants for foot-and-mouth disease responses* (optional) Applicants who consider that the compound above meets the requirements specified in the Approved Maintenance Compounds (Non-Dairy) Manual and request it to be listed as a disinfectant for use in foot-and-mouth disease responses, supply the following information: Note: for re-approvals this information must be re-supplied to maintain this listing.			
Type Tick one	<input type="checkbox"/> Acid disinfectant <input type="checkbox"/> Alkaline disinfectant (non-corrosive) <input type="checkbox"/> Alkaline disinfectant (corrosive)		
Dilution	Per cent v/v (or w/v) to achieve the specified pH		
Stock levels	Stock on call		<input type="checkbox"/> tonnes or <input type="checkbox"/> Litres
	Stock at 48 hours		<input type="checkbox"/> tonnes or <input type="checkbox"/> Litres



Complete the next section about the formulation of the maintenance compounds. List as many ingredients as are applicable.

8. Formulation			
New applications: Complete table below		Renewals: Has the formulation changed? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, complete table below)	
Ingredient Name (Common or Chemical)	CAS Number	Quantity in % (must total 100%)	Function

9. Minimum Documentation Requirements
<p>Provide the following documents with this application:</p> <p>Directions for use are required. These can be either on the label or on the product information sheet.</p> <p><input type="checkbox"/> Product label or copy.</p> <p><input type="checkbox"/> Full formulation of product if supplied separately rather than in the section 8 table.</p> <p><input type="checkbox"/> Product information sheet, if required. (This is required only if it contains claims relating to maintenance compound use or the product label does not include directions for use.)</p>

10. Applicant Statement			
<p>I confirm that:</p> <ol style="list-style-type: none">1. I am authorised to make this application as the applicant or a person with legal authority to act on behalf of the applicant noted in section 2; and2. The information supplied in this application is truthful and accurate to the best of my knowledge; and3. This compound, when used by operators processing non-dairy animal products who are operating under the Animal Products Act 1999 regime and in accordance with the manufacturer's instructions, will not deleteriously affect animal material or product.			
Name		Job Title	
Signature		Date	

11. MPI Service Charge

ON PAYMENT THIS BECOMES A TAX INVOICE

GST No: 64-558-838

Type	Threshold	Fee (incl.GST)
<input type="checkbox"/> New Approval	120 minutes	\$155.25
<input type="checkbox"/> Renewal	90 minutes	\$77.63
<input type="checkbox"/> Amendment	30 minutes	\$77.63

Note: The threshold fee listed covers the time a standard application is expected to take. An additional assessment charge of \$155.25 incl GST per hour will be applied when applications take longer than allowed for in the regulations.

PAYMENT OPTIONS: Payments comprising multiple fees must be supported by a remittance advice. Attach your payment confirmation to this application or send it separately to: **approvals@mpi.govt.nz**

MPI does not accept cash. Payment must be made using credit/debit card or direct credit. Tick and fill in the appropriate section.

☐ **CREDIT/DEBIT CARD (preferred option):**

- To pay by credit card (Visa or MasterCard) go to <https://www.mpi.govt.nz/food-safety/payments> and follow the instructions.

☐ I have attached my credit card payment receipt

☐ **DIRECT CREDIT:**

- Pay into Bank Account no. **03 0049 0001709 002**
- In the 'Reference' details, put the code: **MCND** and also include either **Company name/ ID / NZBN**
- Enter the date of deposit and your name (payer) on this form below:

Date of Deposit

Your Name (Payer)

12. Final Checklist

Have you:

- ☐ Read and understood this form and any associated guidance document?
- ☐ Filled this form in completely?
- ☐ Provided the documents listed in section 9?
- ☐ Read and signed the Applicant Statement (section 10)?
- ☐ Indicated how the fee will be paid for this application?

Collection of Information

Collection of Personal Information

Pursuant to Principle 3 of the Privacy Act 2020, we advise that:

- This information is being collected for purposes relating to maintenance compound (non-dairy) approval under the Animal Product Regulations 2021 and the Animal Products (Regulated Control Scheme – Limited Processing Fishing Vessels) Regulations 2001; and
- The recipient of this information, which is the agency that will collect and hold the information, is the Ministry for Primary Industries, PO Box 2526, Wellington 6140; and
- Some of the information collected will be displayed on a public list on the MPI website. The information that will be on the public list is identified on the form by asterisks; and
- The collection of information is authorised under the Animal Products Regulations 2021, and the Animal Products (Regulated Control Scheme – Limited Processing Fishing Vessels) Regulations 2001; and
- The provision of this information is necessary in order to process this application; and
- The supply of this information is voluntary; and
- Failure to provide the requested information is likely to result in a return of the application form to the applicant for completion; and
- Under Principles 6 and 7 of the Privacy Act 2020, you have the right of access to, and correction of, any personal information that you have provided.

Collection of Official Information

All information provided to the Ministry for Primary Industries is official information and may be subject to a request made under the Official Information Act 1982.

If a request is made under that Act for information you have provided in this application, the Ministry for Primary Industries will consider any such request, taking into account its obligations under the Official Information Act 1982 and any other applicable legislation.