

Application Form AP52 Dairy Quota Compliance Programme Form

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

- You are filling in this form as it applies to all operators who process or export dairy quota product to a designated market. Click "Fill and Sign" on the far right to edit the PDF form.
- 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 (see above address).
- If you need to make any changes to the information in Sections 7 or 8 of this form, you can notify MPI of the changes using this form. See Question A.
- If you need to make any changes to information in Sections 5 or 6 of this form, **do not submit this form**. You need to notify MPI using [Cert 6 Advice of Designated Operator and/or Person\(s\) – Dairy Quota](#).
- If you are withdrawing an existing QCP, you can use this form to notify MPI. See Question A.
- 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:

- This form should be used when an operator applies to register a company QCP under regulation 10(1) of the Animal Products (Regulated Control Scheme – Dairy Export Quota Products) Regulations 2008.



- 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.
- Throughout this form you will need to tick boxes that look like this: ☐ or []. A checked box indicates a 'yes' answer.
- Send the completed application form together with the fee, and any other documentation required to MPI at the above address (see header). We prefer email files – note you need to email your application to two MPI email addresses. Processing time is up to 20 working days from the time we determine that your application is complete.

Refer to the Privacy Act 2020 and Official Information Act 1982 notices at the end of this form regarding collection of information by MPI.

Frequently used terms

Designated Operator = Individual who is responsible for the QCP

Designated Person = Individuals authorised by the Designated Operator to declarations for the purpose of export approvals and IMA certification.

GST = Goods and services tax

IMA = inward monitoring arrangement as contained in Commission Implementing Regulation 2023/608

MPI = Ministry for Primary Industries

QCP = Quota Compliance Programme

RMP = Risk Management

TTRQ = UK FTA transitional tariff rate quota as outlined in United Kingdom's Customs (Tariff Quotas) (EU Exit) Regulations 2020

WTO IMA Quota = *World Trade Organization* quota as outlined in United Kingdom's Customs (Tariff Quotas) (EU Exit) Regulations 2020

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Question A: Is this a new, amendment or withdrawal of a Quota Compliance Programme?

- ☐ New → Complete all sections.
- ☐ Amendment → Complete Sections 1-4, 8 and 9. *Amendments to Sections 5 or 6 see instructions on page 1*
- ☐ Withdrawal → Complete Sections 1-2 and 9.

Section 1. RMP Identification	
RMP ID	
Unique Location Identifiers (ULIs)	

Section 2. QCP Operator Legal Name
Registered company name or partnership names (including the trading name) or individual name

Section 3. New Zealand Business Number (NZBN)
For more information about NZBNs, see www.nzbn.govt.nz

Section 4. Postal Address and Contact Details			
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.			

Section 5. Designated Operator under regulation 11(a) of the Animal Products (Regulated Control Scheme – Dairy Export Quota Products) Regulations 2008, who is subject to the obligations in respect of the Quota Compliance Programme	
Name:	
Title:	
Email:	
Factory(ies):	

Section 6. Designated Person(s) who are responsible under regulation 11(i) of the Animal Products (Regulated Control Scheme – Dairy Export Quota Products) Regulations 2008 for the supply of data and provision of dairy quota products compliance declarations under the regulations	
Name:	
Title:	
Email:	
Factory(ies):	

Section 7. Designated Countries and Products Manufactured under this QCP	
Tick appropriate boxes	
<input type="checkbox"/> <u>Dominican Republic</u> <input type="checkbox"/> Milk Powder	
<input type="checkbox"/> <u>European Union</u> <input type="checkbox"/> WTO IMA Butter <input type="checkbox"/> WTO IMA Cheese <input type="checkbox"/> TRQ-4 Milk Powders <input type="checkbox"/> TRQ-5 Butter <input type="checkbox"/> TRQ-6 Cheese <input type="checkbox"/> TRQ-7 Dairy PAPs and high protein whey	
<input type="checkbox"/> <u>Japan</u> <input type="checkbox"/> Prepared edible fat	

<input type="checkbox"/> <u>United Kingdom</u> <input type="checkbox"/> TTRQ Butter <input type="checkbox"/> TTRQ Cheese <input type="checkbox"/> WTO IMA Quota Butter <input type="checkbox"/> WTO IMA Quota Cheese for Processing <input type="checkbox"/> WTO IMA Quota Cheddar Cheese
<input type="checkbox"/> <u>United States of America</u> <input type="checkbox"/> Cheddar Cheese <input type="checkbox"/> Low-fat Cheese <input type="checkbox"/> NSPF Cheese <input type="checkbox"/> Other American Style Cheese

Section 8. Minimum Documentation Requirements Send in all the required documents. Your application will not be processed until all documents are received.
<input type="checkbox"/> Quota Compliance Programme (QCP) that meets all of the applicable requirements of regulation 11 of the Animal Products (Regulated Control Scheme – Dairy Export Quota Products) Regulations 2008 <input type="checkbox"/> Quota Compliance Programme Validation Sheet <input type="checkbox"/> Schedule 1 – Dairy quota specification application form

Section 9. Applicant Statement			
I confirm that: <ol style="list-style-type: none"> 1. I am authorised to make this application as the operator of the Quota Compliance Programme or a person with legal authority to act on behalf of the operator; and 2. The information supplied in this application is truthful and accurate to the best of my knowledge. 			
Name		Job Title	
Signature		Date	

Section 10. MPI Service Charge**ON PAYMENT THIS BECOMES A TAX INVOICE GST No: 64-558-838**

Type	Threshold	Fee (incl.GST)
<input type="checkbox"/> New Custom QCP	240 minutes	\$465.75
<input type="checkbox"/> Amendment to Custom QCP	210 minutes	\$388.13

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. Please tick and fill in the appropriate section.

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

1. 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:**

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

Date of Deposit		Your Name(Payer)	
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Final Checklist

Have you:

- ☐ Filled this form in completely?
- ☐ Read and signed the Applicant Statement?
- ☐ 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 the purpose of registering a quota compliance programme under the Animal Products (Regulated Control Scheme—Dairy Export Quota Products) Regulations 2008; and
- The recipient of this information, which is the agency that will collect and hold the information, is MPI, PO Box 2526, Wellington 6140; and
- Some of the information collected will be displayed on a public register; and
- The collection of information is authorised under regulation 10 of the Animal Products (Regulated Control Scheme—Dairy Export Quota Products) Regulations 2008. The provision of this information is necessary in order to process an application for registration; and
- The supply of this information is voluntary; however, failure to provide the requested information is likely to result in a return of this application form to the applicant; 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 MPI 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, MPI will consider any such request, taking into account its obligations under the Official Information Act 1982 and any other applicable legislation.