



## Application Form

### Novel Technologies: Alternative Premises & Equipment Designs

- Use this form to apply for MPI confirmation of acceptance of a novel technology or an alternative premise or equipment design under clause 3.10 of Operational Code: NZCP1: Design and Operation of Farm Dairies.
- For help in completing this form and other relevant information, see Procedure for Approval of Novel Technologies, Alternative Premises and Equipment Designs, or contact [approvals@mpi.govt.nz](mailto:approvals@mpi.govt.nz).
- Send the completed application form and supporting documentation (see section 7 of this form) to the Ministry for Primary Industries at the above address. We prefer electronic files.
- If there are any changes to the details provided in this application after the application has been submitted, you must promptly inform the Ministry for Primary Industries of the changes in writing.
- Refer to the Privacy Act 1993 and Official Information Act 1982 notices at the end of this form regarding collection of information by the Ministry for Primary Industries.
- **Novel technologies and alternative premises and equipment designs** are designs or systems that do not meet the requirements set out in the Operational Code: NZCP1 Design and Operation of Farm Dairies.

<b>1. Design/Product Name*</b> (only asterisk fields appear in MPI website published lists)

<b>2. Applicant Name*</b> Registered company name or partnership names (including the trading name) or individual name (in the case of an individual or sole trader).

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

<b>4. Original Design/Product Manufacturer</b> When the applicant is not the original manufacturer	
<b>Address</b>	<b>Design/product name</b> (Any other trade names the product/design is sold or distributed under)

<b>5. Short Description*</b> for example, milk filter (attach picture of product/design)

<b>6. Full Details of Design/Product*</b>
Description of whole product or system/design, and how it operates. Identify what aspect does not or would not meet NZCP1 requirements, and how the design assures suitable performance (attach any appropriate operational detail and instructions, validation report or evaluation report).

<b>7. Minimum Documentation Requirements</b>
Provide the following documents with this application:
<ul style="list-style-type: none"> <li>▪ Independent assessment report, or validation report confirming suitability.</li> <li>▪ Product label, scanned copy of the product label, and instructions for use.</li> <li>▪ Additional details of the design or product formulation approval is sought.</li> <li>▪ Appropriate validation detail or evaluation reports from section 6.</li> </ul>

<b>8. Applicant Statement</b>			
I confirm that:			
<ol style="list-style-type: none"> <li>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; and</li> <li>2. The information supplied in this application is truthful and accurate to the best of my knowledge; and</li> <li>3. This design/product, when used in accordance with the manufacturer’s instructions, will not adversely affect dairy material or dairy products; and</li> <li>4. No component of the product/design contains restricted dairy chemicals other than what is provided for by MPI.</li> </ol>			
<b>Name</b>		<b>Position</b>	
<b>Signature</b>		<b>Date</b>	

**9. Final Checklist**

Have you:

- read and understood this form?
- filled this form in completely?
- provided the documents listed in section 7?
- read and signed the Applicant Statement (section 8)?

**Collection of Information**

**Collection of Personal Information**

Pursuant to Principle 3 of the Privacy Act 1993, we advise that:

- This information is being collected for purposes relating to the approval or recognition of dairy maintenance compounds and administration of the Animal Products (Dairy) Regulations 2005; 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 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 1993, 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.

**MPI use only**

<input type="checkbox"/> Companies office checked	<b>Initials</b>	
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**Assessor's comments**

<b>Signature</b>		<b>Date</b>	
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