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**Republic of Latvia  
Cabinet  
Regulation No. 682  
Adopted 27 July 2010**

## **Regulation Regarding the Special Permits (Licences) for the Distribution of Plant Protection Products**

*Issued pursuant to  
Section 5, Clause 12 of the Plant Protection Law*

### **I. General Provisions**

1. This Regulation prescribes the procedure by which special permits (licences) for the distribution of plant protection products shall be issued (Annex 1) and the State fee for the issue and re-registration thereof shall be paid, as well as the amount of the State fee.

2. There are the following types of special permits (licences):

2.1. a special permit (licence) for the distribution of the first, the second and the third registration class plant protection products;

2.2. a special permit (licence) for the distribution of the third registration class plant protection products.

3. A special permit (licence) shall be necessary for each point of trade or storage of plant protection products.

4. A merchant shall display the special permit (licence) or a copy thereof in a point of trade or storage in a place visible to a buyer. Upon the request of the buyer the merchant shall ensure presentation of the original special permit (licence) or an electronic document with a secure electronic signature and date stamp.

5. The State Plant Protection Service shall publish the list of the issued and revoked special permits (licences) on its Internet home page

### **II. Issue and Re-registration of the Special Permit (Licence)**

6. In order to receive the special permit (licence) a merchant shall pay the State fee referred to in Paragraph 21.1 or 21.2 of this Regulation and submit an application (Annex 2) to the Service.

7. The Service shall review an application, inspect the point of trade or storage and take a decision regarding the issue of a special permit (licence) if the point of trade or storage complies with the requirements of the regulatory enactments regulating the circulation of plant protection products.

8. The Service shall take a decision regarding the refusal to issue a special permit (licence) if the point of trade or storage does not comply with the requirements of the regulatory enactments regulating the circulation of plant protection products.

9. The Service shall take a decision within a period of one month following the receipt of an application and send the decision to the merchant within three days following the taking thereof.

10. If the information in an application indicated by the merchant is incomplete or the point of trade or storage does not comply with the requirements of this Regulation, or the State fee has not been paid, the Service shall request in writing that the merchant clarify the information or eliminate the deficiencies, indicating the time period for elimination of the deficiencies.

11. The Service shall continue to review an application following a merchant has eliminated the deficiencies and clarified the information, as well as repeatedly inspect the point of trade or storage if initially it did not comply with the requirements of the regulatory enactments regulating the circulation of plant protection products.

12. If a merchant does not carry out the activities referred to in Paragraph 10 of this Regulation in the time period indicated, the Service shall take a decision regarding the refusal to issue a special permit (licence) and send the decision to the merchant within three days following the taking thereof.

13. Following the taking the decision to issue a special permit (licence) the Service shall issue a special permit (licence) to the merchant in accordance with the indication made by the merchant in the application regarding the type of special permit (licence) to be granted.

14. The Service shall re-register a special permit (licence), issuing it with the previous registration number if the following change:

14.1. the information indicated in the special permit (licence);

14.2. the type of the special permit (licence) issued for the point of trade or storage.

15. In order to re-register a special permit (licence) a merchant shall pay the State fee referred to in Paragraph 21.3 of this Regulation and submit an application (Annex 2) to the Service.

16. The Service shall, if necessary, inspect the compliance of the point of trade or storage only to the requirements of the regulatory enactments regulating the circulation of plant protection products that were not inspected, when the merchant was issued a special permit (licence) for the first time.

17. The Service shall take a decision within a time period of one month following the receipt of the application referred to in Paragraph 15 of this Regulation.

18. The Service shall, when taking a decision, observe the requirements referred to in Paragraphs 9, 10, 11, 12 and 13 of this Regulation .

19. The Service shall revoke the special permit (licence) if:

19.1. a merchant has submitted an application regarding the termination of the distribution of plant protection products at the specified point of trade or storage;

19.2. it is determined that the merchant has provided false information for the receipt of the special permit (licence);

19.3. it is determined that the merchant has been excluded from the Register of Enterprises.

20. The Service shall, within a period of 15 days following the coming into effect of the circumstances referred to in Paragraph 19 of this Regulation, take a decision regarding the revocation of a special permit (licence) and send the decision to the merchant within three days following the taking thereof .

### **III. State Fee**

21. The merchant shall pay the State fee in the following amount:

21.1. for the issue of the first, the second and the third registration class special permit (licence) for the distribution of plant protection products - in the amount of LVL 100;

21.2. for the issue of the third registration class special permit (licence) for the distribution of plant protection products - in the amount of LVL 50;

21.3. for the re-registration of a special permit (licence) - in the amount of LVL 5.

22. The State fee shall be paid into the State basic budget.

### **IV. Closing Provisions**

23. Cabinet Regulation No 470 of 29 April 2004, Procedures for Issuing of Special Permits (Licences) for the Distribution of Plant Protection Products (*Latvijas Vēstnesis*, 2004, No 69) is repealed.

24. A special permit (licence) issued in accordance with Cabinet Regulation No 470 of 29 April 2004, Procedures for Issuing of Special Permits (Licences) for the Distribution of Plant Protection Products shall be valid until the end of the period of validity indicated therein.

25. If a merchant, who has been issued a special permit (licence) in accordance with Cabinet Regulation No 470 of 29 April 2004, Procedures for Issuing of Special Permits (Licences) for the Distribution of Plant Protection Products, wishes to continue the distribution of plant protection products, he or she may, until the end of the period of validity of the special permit (licence), receive the special permit (licence) referred to in Annex 1 of this Regulation at the Service without having to pay the State fee.

Acting for the Prime Minister -  
Minister for Transport K.Gerhards

Acting for the Minister for Agriculture -  
Minister for Education and Science T.Koke

**Annex 1**  
Cabinet Regulation No. 682  
27 July 2010

State Plant Protection Service

**SPECIAL PERMIT (LICENCE)  
FOR THE DISTRIBUTION OF PLANT PROTECTION PRODUCTS  
No**

Issued to

\_\_\_\_\_  
(name of the merchant, registration number in the Register of Enterprises,

\_\_\_\_\_  
address)

regarding the right to engage in

\_\_\_\_\_  
the distribution of plant protection products at a point of trade or storage

\_\_\_\_\_  
(name)

\_\_\_\_\_  
(address)

Date of issue of the special permit (licence)

Official of the State Plant Protection Service

\_\_\_\_\_  
(position,

given name, surname, signature)

Place for a seal

Note. The details of the document "Signature" and "Place for a seal" shall not be completed if the electronic document has been drafted in compliance with the regulatory enactments regarding the drawing up of electronic documents.

Acting for the Minister for Agriculture -  
Minister for Education and Science T.Koke

**Annex 2**  
Cabinet Regulation No. 682  
27 July 2010

To the State Plant Protection Service

## APPLICATION

Applicant	_____
	(name of the merchant)
Registration number	LV <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Fax number	_____
Given name, surname of the representative of the merchant	_____, personal identity number <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Legal address	_____
Telephone number	_____
Mobile telephone number	_____
E-mail address	_____
DISTRIBUTION POINT	_____
	(name,
	address - street, parish, county,
	city, post code, telephone number)
TYPE OF DISTRIBUTION:	
<input type="checkbox"/> storage	
<input type="checkbox"/> trade	
TYPE OF SPECIAL PERMIT (LICENCE):	
<input type="checkbox"/> for the distribution of the first, the second, the third registration class plant protection products	
<input type="checkbox"/> for the distribution of the third registration class plant protection products	
RECEIPT OF A SPECIAL PERMIT (LICENCE):	
<input type="checkbox"/> yes	
<input type="checkbox"/> no	

Number of special permits (licences) received previously _____
<b>RECEIPT OF A RE-REGISTERED SPECIAL PERMIT (LICENCE):</b> <input type="checkbox"/> yes <input type="checkbox"/> no Number of the special permits (licences) to be re-registered _____ Numbers of the special permits (licences) to be re-registered _____  Basis for the re-registration _____ _____
Information to be changed in the special permit (licence)
Information following the changes
Document certifying the changes
(attachment)
Date when the State fee was paid (dd/mm/yyyy) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> I wish to receive the special permit (licence): <input type="checkbox"/> by arriving in person <input type="checkbox"/> by mail <input type="checkbox"/> as an electronic document
<b>REVOCAION OF THE SPECIAL PERMIT (LICENCE):</b> <input type="checkbox"/> yes <input type="checkbox"/> no Number of the special permits (licences) to be revoked _____ Numbers of the special permits (licences) to be revoked _____
Given name, surname of the person completing the application _____ Signature* _____ Date (dd/mm/yyyy) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Position, given name, surname of the person accepting the application _____ Signature _____ Registration Number of the application _____ Date* (dd/mm/yyyy) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

\* The details of the document "Date" and "Signature", as well as the Service remark shall not be completed if the electronic document has been drafted in compliance with the regulatory enactments regarding the drawing up of electronic documents.

Acting for the Minister for Agriculture -  
Minister for Education and Science T.Koke

