

Customer Information

In relation to submitting a licence application regarding the sale of pyrotechnic articles or storage of pyrotechnic articles in permanent or retail and distribution centre storage facilities (storage units)

ÁNYK forms related to applications in Customer Information

Case group: Administration related to pyrotechnic activities

Identifier	Type of case
RI-0108	Engedélykérelem pirotechnikai termék forgalmazására, illetve forgalmazására és tárolására állandó vagy kézi tárolóhelyen
RI-0108	Licence application regarding sales of pyrotechnic articles or storage of pyrotechnic articles in permanent or retail and distribution centre storage facilities (storage units)

This information is effective as of 1 January 2018.

Relevant legislation concerning the procedure:

1. Act CL of 2016 on the General Rules of Administrative Proceedings and Services http://njt.hu/cgi_bin/njt_doc.cgi?docid=199170.331240
2. Act XXIV of 2004 on Firearms and Ammunition (hereinafter referred to as Ftv.) http://njt.hu/cgi_bin/njt_doc.cgi?docid=83823.323256
3. Government Decree No. 173/2011 (VIII. 24.) on Pyrotechnic Activities for Civilian Use (hereinafter referred to as Government Decree or R.) http://njt.hu/cgi_bin/njt_doc.cgi?docid=139780.339527
4. Government Decree No. 329/2007 (XII. 13.) on Police Bodies and the Duties and Functions of Police Bodies http://njt.hu/cgi_bin/njt_doc.cgi?docid=112629.326988
5. Ministerial Decree No. 67/2007 (XII. 28.) on Establishing the Jurisdiction of the Police Authorities http://njt.hu/cgi_bin/njt_doc.cgi?docid=110516.316679
6. Act CXXVIII of 2011 on Disaster Management and the Amendment of Certain Related Acts http://njt.hu/cgi_bin/njt_doc.cgi?docid=139408.328166
7. Government Decree No. 234/2011 (XI.10.) on the implementation of Act CXXVIII of 2011 on the Amendment of the Act on Disaster Management and the Amendment of Certain Related Acts http://njt.hu/cgi_bin/njt_doc.cgi?docid=140039.330042
8. Ministerial Decree No. 53/2012 (X. 26.) on the Administrative Service Charges Relating to the Authorisation of Pyrotechnic Activities for Civilian Use http://njt.hu/cgi_bin/njt_doc.cgi?docid=155408.230136
9. Ministerial Decree No. 16/2012 (IV. 3.) on the Administrative Service Charges Relating to Certain Fire Prevention Authority Administrative Procedures and Services http://njt.hu/cgi_bin/njt_doc.cgi?docid=147321.316512

Submitting the report:

The enterprise eligible to submit its licence application must submit it to the relevant county (municipal) police department of the place where the enterprise is registered.

Regarding enterprises eligible to submit a licence application: A licence can only be issued to enterprises (sole traders, limited companies, business associations), in the area of conducting and managing pyrotechnic activities for civilian use, having an active partner, employee, at least one worker or, in accordance with a commercial contract made and entered into with the enterprise, one person acting in the name and on behalf of the enterprise, either of whom is a pyrotechnician satisfying the specific requirements set forth in *The Rules and Regulations of Pyrotechnics Activities for Civilian Use* Section of the Act.

Licence applications for end-of-year sales and storage of pyrotechnic articles should not be submitted in this form.

Costs and expenses of the procedure:

1. Payable to the Police:

- sales only: HUF 33,500
- sales and storage if the storage area is physically adjacent to the sales area: HUF 33,500
- sales and storage if the storage area is not physically adjacent to the sales area: HUF 67,000

The Administrative service fee of the authority, payable in each case.

2. Payable to the Directorate for Disaster Management:

- sales only: HUF 13,000
- sales and storage if the storage area is physically adjacent to the sales area: HUF 13,000
- sales and storage if the storage area is not physically adjacent to the sales area: HUF 26,000

Administrative service fee of the authority, payable in each case if the applicant does not have a preliminary opinion of the relevant authority issued within 16 days and attached to its application.

Costs and expenses of procedure 1 (Payable to the Police):

HUF 33,500 (that is in Hungarian Forints - Thirty-three thousand and five hundred) or HUF 67,000 (that is in Hungarian Forints - Sixty-seven thousand) as the administrative service fee. Payable either in advance or subsequently to the appropriation allocation bank account numbers held by the relevant county (municipal) police department of the place where the activity is carried out.

1. Bank account numbers: See Ministerial Decree No. 53/2012 (X. 26.).
2. Pre-payment (recommended): In the description of the payment „pirotechnika forgalmazás” (sales of pyrotechnic articles) or “pirotechnika forgalmazás és tárolás” (sales and storage of pyrotechnic articles) must be indicated.
3. Subsequent payment: Not later than on the business day following the receipt of the registration number issued by the competent authority. In the description of the payment the registration number of the case must be indicated.

(Registration number: 'RZSEIR' registration number indicated in the communication sent by the document management system of the Police to the storage space of applicant's customer portal.)

Costs and expenses of procedure 2 (Payable to the Directorate for Disaster Management): HUF 13,000 (that is in Hungarian Forints - Thirteen thousand) or HUF 26,000 administrative service fee.

Payable by pre-payment (bank transfer or cash to be placed in a payment account) to the appropriation allocation bank account numbers held by the relevant county (municipal) directorate for disaster management of the place where the activity is carried out.

1. Bank account numbers: Ministerial Decree No. 16/2012. (IV. 3.)
2. In the description of the payment, the title of the procedure in accordance with Annex 1 to Ministerial Decree No. 16/2012. (IV. 3.) must be indicated.
3. The payment of the costs and expenses must be verified concurrently with submitting the application for conducting the procedure.

When submitting the application, the administrative service fee of the authority should not be paid if the applicant has a preliminary opinion of the relevant authority, has attached it to their application, and has submitted their application within 16 days upon the preliminary opinion of the relevant authority having been issued.

Additional information to be added the application: A), B), C)

A) Sales only

B) Sales and storage inside buildings (warehouses, storerooms)

C) Sales and storage in containers (storage units)

A)

SALES ONLY

(storage related to sales carried out in a licensed storage area)

Additional information to be added to the application

1. Regarding a facility used for with the purpose of sales, their
 - floor-plans/layouts,
 - technical specifications,
 - sketch of the placement of safety engineering apparatus and installations
2. The verification of property rights or rights of use of areas or facilities for the purpose of sales.
3. The copy of the agreement made and entered into with an enterprise, operating in the European Economic Area, entitled to dispose pyrotechnic articles.
Only a copy of the direct agreement made and entered into between the applicant meeting the above requirements and the enterprise entitled to dispose such material shall be accepted. The agreement cannot be replaced with any other agreement, takeover or other declaration concluded with enterprises having such agreements but not entitled to dispose such material.
4. A certificate that the applicant does not have legally established tax, customs and social security debts, or regarding their debts an instalment plan has been granted.

No such certificate should be attached if the applicant, at the time of submitting his/her application, is not registered in the register of taxpayers free of tax debt obligations in accordance with Section 178, subsection 32 of Act XCII of 2003.

5. Fire protection documentation
(The concept of fire protection documentation set in R.: „The plan concerning the accessibility, firewater supply, classification in risk classes, combustibility and fire resistance parameters of building structures used, location of class divisions, evacuation calculations, installation of the technical building systems, lightning protection, fire alarm and firefighting.”)
6. A copy of the pyrotechnics licence
7. A copy of the fire prevention licence
8. In case of pre-payment, the verification of the administrative service fee payable to the Police.
9. The verification of the administrative service fee of the authority payable to the Directorate for Disaster Management.
No verification is necessary if the applicant has a preliminary opinion of the relevant authority issued within 16 days and has attached it to their application.
10. The preliminary opinion of the relevant authority that can be used (and is valid) in the procedure.
The preliminary opinion of the Directorate for Disaster Management, if the applicant has such an opinion and intends to use it in the procedure.

B)
SALES AND STORAGE INSIDE BUILDING
(warehouse, storeroom)

Additional information to be added to the application

1. Scale floor-plans/layout of the area serving as sales and storage
Scale floor-plans/layout: a dimensional drawing of the area of activity that visibly contains the following data and shows that how a unit length corresponds with a distance in reality.
On the floor-plans/layout, the information below must be separately marked:
 - the location of the facility used for the purpose of sales
 - the location of the facility used for the purpose of storage
 - installation distances
 - area to be restricted
 - environmental risks
 - structures
 - orientation in relation to the points of the compass
 - escape routes
2. The facility with the purpose of sales
 - floor-plans/layout,
 - technical specifications,
3. The facility used for the purpose of storage
 - floor-plans/layout,
 - technical specifications,
4. Sketch of the placement of safety engineering apparatus and installations

5. The verification of property rights or rights of use of areas or facilities used for the purpose of sales and storage.
The copy of the lease agreement, if the facility used for the purpose of storage is used by the enterprise submitting the application under the terms of a lease agreement.
6. Calculations regarding defining storage standards
 - The definition of storage standards in accordance with Annex 1 of R.
 - Storage unit: the total net explosive content (NEC) of the pyrotechnic articles stored at the same time does not exceed 200 kg.
7. The copy of the agreement made and entered into with an enterprise, operating in the European Economic Area, entitled to dispose pyrotechnic articles.
Only a copy of the direct agreement made and entered into between the applicant meeting the above requirements and the enterprise entitled to dispose material shall be accepted. The agreement cannot be replaced with any agreement, takeover or other declaration concluded with enterprises having such agreement but not entitled to dispose such material.
8. A certificate that the applicant does not have legally established tax, customs and social security debts, or regarding their debts an instalment plan has been granted.
No such certificate should be attached if the applicant, at the time of submitting their application, is not registered in the register of taxpayers free of tax debt obligations in accordance with Section 178, subsection 32 of Act XCII of 2003.
9. The operational instructions regulating storage activities
An operational instruction is:
 - prepared by the enterprise,
 - contains the operational instructions
 - an internal regulation, which identifies
 - the work processes to be carried out and
 - their persons in charge (responsible)
10. Fire protection documentation
(The concept of fire protection documentation set in R.: „The plan concerning the accessibility, firewater supply, classification in risk classes, combustibility and fire resistance parameters of building structures used, location of class divisions, evacuation calculations, installation of the technical building systems, lightning protection, fire alarm and firefighting.”)
11. A copy of the pyrotechnics licence
12. A copy of the fire prevention licence
13. In case of pre-payment, the verification of the administrative service fee payable to the Police.
14. The verification of the administrative service fee of authority payable to the Directorate for Disaster Management.
No verification is necessary if the applicant has a preliminary opinion from the relevant authority issued within 16 days and has attached it to their application.
15. The preliminary opinion of the relevant authority that can be used (and is valid) in the procedure.
The preliminary opinion of the Directorate for Disaster Management, if the applicant has such an opinion and intends to use it in the procedure.

(Other: A permit by the building and zoning authority
During the assessment of the application, the authorising authority must take into account the permit issued by the building and zoning authority relating to the

facilities affected by the pyrotechnic activities, which permit must be obtained by the authorising authority.

The applicant may attach the permit issued by the building and zoning authority to their application.)

C)
SALES AND STORAGE IN CONTAINERS
(storage units ONLY)

Additional information to be added to the application

1. Scale floor-plans/layout of the area serving used for sales and storage
Scale floor-plan/layout: a dimensional drawing of the area of activity that visibly contains the following data (set in legislation) and shows that how a unit length corresponds with a distance in reality.

On the floor-plans/layout the information below must separately be marked:

- the location of the facility used for the purpose of sales
 - the location of the storage container and its direction of opening
 - installation distances
 - area to be restricted
 - environmental risks
 - structures
 - orientation in relation to the points of the compass
 - escape routes
2. The facility used for the purpose of sales
 - floor-plans/layout,
 - technical specifications,
 3. The container
 - floor-plans/layout,
 - technical specifications,
 4. Manufacturer's declaration of conformity regarding the container
The container can only be used as a storage unit, if it meets each of the requirements below:
 - it meets the conditions set forth in ADR referring to the shipment of the type and quantity of pyrotechnic articles contained in the unit,
 - locked,
 - stackable,
 - tank container.
 5. The sketch of the placement of safety engineering apparatus and installations
 6. The verification of property rights or rights of use of areas or facilities with the purpose of sales and storage.
A copy of the lease agreement, if the facility used for the purpose of storage is used by the enterprise submitting the application under the terms of a lease agreement.
 7. The verification of property rights or rights of use of areas or facilities used for the purpose of sales.
 8. The verification of property rights or rights of use of the container used for the purpose of storage.

The copy of the lease agreement, if the container used for the purpose of storage is used by the enterprise submitting the application under the terms of a lease agreement.

9. The copy of the agreement made and entered into with an enterprise, operating in the European Economic Area, entitled to dispose pyrotechnic articles.

Only the copy of the direct agreement made and entered into between the applicant meeting the above requirements and the enterprise entitled to dispose material shall be accepted. The agreement cannot be replaced with any agreement, takeover or other declaration concluded with enterprises having such an agreement but not entitled to dispose such material.

10. A certificate that the applicant does not have legally established tax, customs and social security debts, or regarding their debts, an instalment plan has been granted.

No such certificate should be attached if the applicant, at the time of submitting their application, is not registered in the register of taxpayers free of tax debt obligations in accordance with Section 178, subsection 32 of Act XCII of 2003.

11. The operational instructions regulating storage activities

An operational instruction is:

- prepared by the enterprise,
- contains the operational instructions
- an internal regulation, which identifies
- the work processes to be carried out and
- their persons in charge (responsible)

12. Fire protection documentation

(The concept of fire protection documentation set in R.: „The plan concerning the accessibility, firewater supply, classification in risk classes, combustibility and fire resistance parameters of building structures used, location of class divisions, evacuation calculations, installation of the technical building systems, lightning protection, fire alarm and firefighting.”)

13. A copy of the pyrotechnic licence

14. A copy of the fire prevention licence

14. In case of pre-payment, the verification of the administrative service fee payable to the Police.

15. The verification of the administrative service fee of the authority payable to the Directorate for Disaster Management.

No verification is necessary if the applicant has a preliminary opinion of the relevant authority issued within 16 days and has attached it to their application.

16. The preliminary opinion of the relevant authority that can be used (and is valid) in the procedure.

The preliminary opinion of the Directorate for Disaster Management, if the applicant has such an opinion and intends to use it in the procedure.

Processing the application:

The Police contact the administrative authority dealing with the case, if the conditions of initiating the administrative authority procedures are present.

If during processing the application, it is established that the entitled applicant has submitted the complete application to the authority having relevant jurisdiction, or they have complied with the request for correction or amendment, and the conditions of conducting the safe pyrotechnic activities, in accordance with the rules and regulations, have been met, the Police shall authorise the activities in a decision.