


1.	Name of service	Registration of a food business operator
2.	Recipients of service	Legal persons for business purposes; Natural persons for business purposes
3.	Type of service: electronic/ non-electronic	Electronic service/ non-electronic service.
3.1.	Link to electronic service	<a href="https://imvis.vmvt.lt/">https://imvis.vmvt.lt/</a>
3.2.	Link to online application form ( <i>when electronic service unavailable</i> )	 prasymo_del_maisto _tvarkymo_subjekto_ <a href="https://vmvt.lt/node/601">https://vmvt.lt/node/601</a>
4.	Timeframe of service	<p>The registration decision related to the <b>food business operator seeking to be engaged in <u>non-animal food production</u> activities</b>, indicated in the Description, Annex I, Point 1, shall be made in accordance with the procedures laid down in the Description, Chapter III, <b>not later than 10 working days</b> from the receipt date of the documents specified in the Description.</p> <p>The registration decision related to <b>the food business operator seeking to be engaged in the <u>primary production, retail and / or wholesale trade and / or catering or other food handling</u> activities</b>, referred to the Description, Annex 1, Point 2, shall be made in accordance with the procedures laid down in the Description, Chapter III, <b>not later than 5 working days</b> from the receipt date of the documents specified in the Description.</p> <p>The time limit for examining the data and documents shall be calculated from the date on which all the relevant data and documents are properly received. The period within which the food business operator is required to submit the data and documents specified to the territorial Department shall not be included in the time limit for examination of the documents.</p> <p>The period within which the food business operator is required to rectify the specified non-compliance with the regulatory requirements and to provide the territorial Department with supporting data and / or documentation shall also not be included in the time limit for examination of documents.</p>
5.	Fees of service	There is <b>no state fee</b> for the registration of a food business operator.
6.	Cross-border payment measures and procedure	-

7.	Description of process for obtaining a service	<p><b>Registration of a food business operator</b> - granting the right to a food business operator to be involved in the food business handling activities and included in the list of food business operators managed by the State Food and Veterinary Service and being provided with the identification number.</p> <p><b>A food business operator seeking to be engaged in <u>non-animal food production activities</u></b> as indicated in the Description of Procedures for the Approval and Registration of Food Business Operator, approved by the Director of the State Food and Veterinary Service on 15 October 2008, Order No B1-527 "On the approval of food business operators and registration requirements" (hereafter – "Description"), Annex I, Point 1, shall apply to the appropriate SFVS territorial Department within whose territory it intends to conduct food handling activities and submit to it:</p> <ol style="list-style-type: none"> <li>1. an application for the approval / registration of a food business operator in the prescribed format;</li> <li>2. a project (plan) for the place (premises) of food handling with the layout of the facilities;</li> <li>3. a description of the food handling process;</li> <li>4. documents confirming that the entity has implemented a system of self-monitoring based on the principles of hazard analysis and critical control points (HACCP) or that specific rules of good hygiene practice in food handling are applied;</li> <li>5. a copy of the document certifying the right to access to the place of food handling where the activities related to food handling are intended.</li> </ol> <p><b>A food business operator seeking to be engaged in the <u>primary production, retail and / or wholesale trade and / or catering or other food handling</u> activities, referred to the Description, Annex 1, Point 2, shall apply</b> to the appropriate SFVS territorial Department within whose territory it intends to conduct food handling activities and submit to it:</p> <ol style="list-style-type: none"> <li>1. an application for the approval / registration of a food business operator in the prescribed format;</li> <li>2. a project (plan) for the place (premises) of</li> </ol>
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		<p>food handling with the layout of the facilities, including the vehicle in which the catering activities or retail trade from mobile shops are carried out;</p> <p>3. a description of the food handling process;</p> <p>4. documents confirming that the entity has implemented a HACCP-based system of self-monitoring or specific rules of good hygiene practice in food handling are applied (the requirement applies to all food business operators at all stages of the production, processing and distribution of food after the primary production stage and related operations, except the cases provided for in Lithuanian Hygiene Norm HN 15: 2005 5 and 5<sup>1</sup>);</p> <p>5. a copy of the document certifying the right to access to the place of food handling where the activities related to food handling are intended.</p> <p>6. a copy of the vehicle registration certificate for the intended food handling activities related to the use of the vehicle.</p> <p>A food business operator shall be registered for the <b>indefinite period of time</b>.</p>
8.	List of documents to be submitted to obtain a permit	<p>Food business operators, carrying out food business activities indicated in the Description of Procedures for the Approval and Registration of Food Business Operators, approved by the Director of the State Food and Veterinary Service on 15 October 2008, Order No B1-527 "On the approval of food business operators and registration requirements", Annex 1, Points 1 and 2, must be registered.</p> <p><b>Description of the approval and registration of food business operators Annex 1</b></p> <p><b>List of codes for Economic Commercial Activities to be registered</b></p> <p><b>1. After the on-site inspection of food handling, the following economic commercial activities shall be recorded:</b></p> <p>Serial No – Code -Name of the economic commercial activity:</p> <ol style="list-style-type: none"> <li>1. 10.0.0.S Food production (seasonal).</li> <li>2. 10.31 Processing and preserving of potatoes.</li> <li>3. 10.32 Manufacture of fruit, berry and vegetable juice.</li> <li>4. 10.39 Other processing and preserving of fruit and vegetables.</li> </ol>

		<p>5. 10.41 Oil and fat production.</p> <p>6. 10.42 Manufacture of margarine and similar edible fats.</p> <p>7. 10.61 Manufacture of grain mill products.</p> <p>8. 10.62 Manufacture of starches and starch products.</p> <p>9. 10.71.0.D Bread making; manufacture of fresh bakery products and cakes.</p> <p>10. 10.72 Manufacture of rusks and biscuits; manufacture of durable bakery products and cakes.</p> <p>11. 10.72 MK Bakery activities and the manufacture of flour products in small quantities.</p> <p>12. 10.73 Manufacture of pasta, vermicelli, couscous and similar flour products.</p> <p>13. 10.81 Manufacture of sugar.</p> <p>14. 10.82 Manufacture of cocoa, chocolate and sugar confectionery.</p> <p>15. 10.83 Manufacture and processing of tea and coffee.</p> <p>16. 10.84 Manufacture of condiments, seasonings and sauces.</p> <p>17. 10.85.0.G Manufacture of prepared meals and dishes.</p> <p>18. 10.85.0.GMK Manufacture of prepared meals and dishes in small quantities.</p> <p>19. 10.86 Manufacture of homogenised and dietary food products .</p> <p>20. 10.89.0.MK Manufacture of plant products (fruit, berries, vegetables, cereals, nuts, seeds, tea, coffee, spices) in small quantities.</p> <p>21. 10.89.0.E Processing and manufacturing of organic products.</p> <p>22. 10.89.0.G Mushroom processing, placing on the market.</p> <p>23. 10.89.0.MP Manufacture of food supplements.</p> <p>24. 10.89.0.N.MP Production, processing and packaging of food additives and their mixtures.</p> <p>25. 10.89.0.N.KM Production, processing and packaging of food flavorings (essential oils in food) and their mixtures.</p> <p>26. 10.89.0.N.MF Production, processing and packaging of food enzymes and their mixtures.</p>
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9.	Contact details of the authority providing a service (position of responsible employee, name and surname, e-mail, phone no.)	<p>Free phone line <b>8 800 40 403</b></p> <p><a href="mailto:klausimai@vmvt.lt">klausimai@vmvt.lt</a></p> <p><a href="https://www.facebook.com/vmvt.lt/">https://www.facebook.com/vmvt.lt/</a></p>
10.	Information concerning available remedies	<p>Decisions of the SFVS or decisions of the territorial departments of the SFVS may be appealed in accordance with the procedure prescribed by Law.</p>
11.	Contact details of organisations from which providers or recipients can obtain practical assistance	