

## Customer Information

### relating to submitting licence application of storage of pyrotechnic articles

#### ÁNYK forms related to the applications in Customer Information

Case group: Administration related to activities in pyrotechnics

Identifier	Type of case
RI-0111	Engedélykérelem pirotechnikai termék tárolására
RI-0111	Licence application of storage of pyrotechnic articles

**This information is effective as of 29 May 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](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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=83823.323256)
3. Government Decree No. 173/2011 (VIII. 24.) on Pyrotechnics Activities for Civilian Use (hereinafter referred to as Government Decree or R.) [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=139780.339527](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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=112629.326988)
5. Ministerial Decree No. 67/2007 (XII. 28.) on Establishing the Area of Competence of the Police Authorities [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=110516.316679](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](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](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 Pyrotechnics Activities for Civilian Use [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=155408.230136](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](http://njt.hu/cgi_bin/njt_doc.cgi?docid=147321.316512)

#### Submitting the application:

The business entity entitled to submit its application for licence must submit its application to the competent county (municipal) police department of the place where the business entity is registered.

Business entity entitled to submit its application for licence: A licence can only be issued to business entities (individual entrepreneur, individual company, company), in the area of conducting and managing pyrotechnics 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 business entity, one person acting in the name and on behalf of the business entity, 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.

**Costs and expenses of the procedure:**

1. Payable to the Police: HUF 33,500  
Administrative service fee of authority, payable in each case.
2. Payable to the Directorate for Disaster Management: HUF 13,000  
Administrative service fee of authority, payable in each case if the applicant does not have a preliminary opinion of the competent authority issued within 16 days and attached to its application.

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

HUF 33,500 (that is Hungarian Forints Thirty-three thousand and five hundred) as administrative service fee.

Payable by either pre-payment or post-payment to the appropriation allocation bank account numbers held by the competent 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 tárolás” (storage of pyrotechnic articles) must be indicated.
3. Post-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 the procedure 2 (Payable to the Directorate for Disaster Management):

HUF 13,000 (that is Hungarian Forints Thirteen thousand) administrative service fee.

Payable by pre-payment (bank transfer or cash to be placed on a payment account) to the appropriation allocation bank account numbers held by the competent 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 authority should not be paid if the applicant has a preliminary opinion of the competent authority, attached it to his/her

application, and has submitted his/her application within 16 days upon the preliminary opinion of the competent authority has been issued.

A)  
STORAGE INSIDE PREMISES

**Annexes to be attached to the application:**

1. The to-scale floor-plans/layout of the area serving for storage  
To-scale floor-plan/layout: a dimensional drawing of the area of activity that visibly contains the following (as specified in the law) data and shows that how a unit length corresponds with a distance in reality.  
On the floor-plans/layouts the below must separately be marked:
  - installation distances
  - area to be restricted
  - environmental risks
  - structures
  - orientation
  - escape routes
2. The facility with the purpose of storage
  - floor-plans/layouts,
  - technical specifications,
  - fire protection documentation
  - sketch of the placement of safety engineering apparatus and installations
3. Calculations regarding defining storage standards
  - The definition of storage standard in accordance with Annex 1 of R.
  - Storage unit: the total net explosive content (NEC) of pyrotechnic articles stored at the same time does not exceed 200 kg.
4. The operational instructions regulating storage activities  
An operational instruction is:
  - prepared by the business entity,
  - contains the operational instructions
  - an internal regulation, which identifies
  - the work processes to be carried out and
  - their persons in charge (responsible)
5. The copy of the agreement made and entered into with a business entity, 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 business entity entitled to dispose material shall be accepted. The agreement cannot be replaced with any agreement, takeover or other declaration concluded with business entities having such agreement but not entitled to dispose material.
6. The verification of property rights or rights of use of areas or facilities with the purpose of storage.  
The copy of the lease agreement, if the facility with the purpose of storage is used by the business entity submitting the application under the terms of a lease agreement.
7. A certificate that the applicant does not have legally established tax, customs and social security debts, or regarding his/her 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.

8. The copy of the pyrotechnics licence
9. The copy of the fire prevention licence
10. In case of pre-payment, the verification of the administrative service fee payable to the Police.
11. 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 of the competent authority issued within 16 days and has attached it to his/her application.

12. The preliminary opinion of the competent authority that can be used (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 pyrotechnics activities, which permit must be obtained by the authorising authority.

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

## B)

### STORAGE IN CONTAINER

#### **Annexes to be attached to the application:**

1. The to-scale floor-plans/layout of the area serving for storage

To-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/layouts the below must separately be marked:

- installation distances
- area to be restricted
- environmental risks
- structures
- orientation
- escape routes

2. The container

- floor-plans/layouts,
- technical specifications,
- fire protection documentation
- sketch of the placement of safety engineering apparatus and installations

3. Manufacturer's declaration of conformity regarding the container

The container can only be used as a storage unit, if it meets each of the below requirements:

- 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.
4. The operational instructions regulating storage activities  
An operational instruction is:
    - prepared by the business entity,
    - contains the operational instructions
    - an internal regulation, which identifies
    - the work processes to be carried out and
    - their persons in charge (responsible)
  5. The copy of the agreement made and entered into with a business entity, 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 business entity entitled to dispose material shall be accepted. The agreement cannot be replaced with any agreement, takeover or other declaration concluded with business entities having such agreement but not entitled to dispose material.
  6. The verification of property rights or rights of use of areas or facilities with the purpose of storage.  
The copy of the lease agreement, if the facility with the purpose of storage is used by the business entity submitting the application under the terms of a lease agreement.
  7. The verification of property rights or rights of use of the container with the purpose of storage.  
The copy of the lease agreement, if the container with the purpose of storage is used by the business entity submitting the application under the terms of a lease agreement.
  8. A certificate that the applicant does not have legally established tax, customs and social security debts, or regarding his/her 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.
  9. The copy of the pyrotechnics licence
  10. The copy of the fire prevention licence
  11. In case of pre-payment, the verification of the administrative service fee payable to the Police.
  12. 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 of the competent authority issued within 16 days and has attached it to his/her application.
  13. The preliminary opinion of the competent authority that can be used (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 in 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 power and competence, or he/she has complied with the request for correction or amendment, and the conditions of conducting the safe pyrotechnics activities, in accordance with the rules and regulations, have been met, the Police

authorise the activities in a decision. The Police shall send the applicant the electronically certified and issued copy of the decision on the permit. During the procedure no personal appearance is required.

Bank account numbers:

Institute	Appropriation allocation bank account number
Budapest Police Headquarters	10023002-01451430-00000000
Baranya County Police Headquarters	10024003-01451485-00000000
Bács-Kiskun County Police Headquarters	10025004-01451492-00000000
Békés County Police Headquarters	10026005-01451502-00000000
Borsod-Abaúj-Zemplén County Police Headquarters	10027006-01451519-00000000
Csongrád County Police Headquarters	10028007-01451526-00000000
Fejér County Police Headquarters	10029008-01451533-00000000
Győr-Moson-Sopron County Police Headquarters	10033001-01451540-00000000
Hajdú-Bihar County Police Headquarters	10034002-01451557-00000000
Heves County Police Headquarters	10035003-01451564-00000000
Jász-Nagykun-Szolnok County Police Headquarters	10045002-01451612-00000000
Komárom-Esztergom County Police Headquarters	10036004-01451571-00000000
Nógrád County Police Headquarters	10037005-01451588-00000000
Pest County Police Headquarters	10023002-01451478-00000000
Somogy County Police Headquarters	10039007-01451595-00000000
Szabolcs-Szatmár-Bereg County Police Headquarters	10044001-01451605-00000000
Tolna County Police Headquarters	10046003-01451629-00000000
Vas County Police Headquarters	10047004-01451636-00000000
Veszprém County Police Headquarters	10048005-01451643-00000000
Zala County Police Headquarters	10049006-01451650-00000000