



**Application form for approval as an advisor on food safety
for cases relating to mandatory advice**

The application form is to be sent to the Danish Veterinary and Food Administration, Division for Microbiological Food Safety, Hygiene and Zoonosis Control, Mørkhøj Bygade 19, DK-2860 Søborg, Denmark. Submission can also be done through this portal.

<u>Name of advisory firm</u>	
<u>- Branch offices</u>	
<u>- Branch offices</u>	
<u>Address</u>	
<u>Postcode/Town or city</u>	
<u>Telephone</u>	
<u>E-mail</u>	
<u>Website address</u>	

Food businesses which repeatedly contravene the provisions of food legislation on self-inspection and hygiene may be ordered to seek advice. The Danish Veterinary and Food Administration has to approve the advisory firms used in such mandatory advice matters.

Requirements to be met by the advisory firm

The advisory firm is responsible for providing documentary evidence, and has to be able to do so at any time, that it fulfils the conditions laid down in the Danish Veterinary and Food Administration's "Executive Order on Approval of Advisors on Food Safety".¹

The advisors used by the advisory firm in mandatory advice cases must have completed training in food science as a process technologist, food technician or at an equivalent or higher level.

In addition, the advisors must have at least three years of relevant professional experience, and at least one year's practical experience of advising food businesses in self-inspection and hygiene within the last five years.

¹ Executive Order No 121 of 15 February 2008 on Approval of Advisors on Food Safety.

Requirements are also stipulated with regard to updating the qualifications of the advisors used, the measures needed to ensure information remains confidential and also with regard to advisor liability insurance.

Time-limited approval

The approval is limited in time to three years. The approval lapses automatically after three years, unless the advisory firm has had its approval extended before the three-year period expires.

Revocation of approval

The advisory firm must inform the Danish Veterinary and Food Administration without delay if the conditions for approval are no longer met.

The approval may be revoked if the conditions for approval are no longer met, or if there are repeated or serious shortcomings in the quality of the advice.

Rules and guidelines

The requirements to be met by the advisory firm are laid down in the “Executive Order on Approval of Advisors on Food Safety” and described in the “Guidelines on approval of advisors and alternative providers of hygiene training at certificate level for cases relating to mandatory advice and training”.

The undersigned hereby declares that he or she has read the above guidelines and that he or she will in all respects comply with the requirements of the “Executive Order on Approval of Advisors on Food Safety”.

Signature and date/year