

## Customer Information

### Submitting an application to amendments not affecting the technical content of the pyrotechnic licence, as well as to the commencement/discontinuation of manufacturing/distribution/disposal/storage activities, and furthermore to termination of the licenced or reported activities

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

Case group: Administration related to pyrotechnic activities

Identifier	Type of case
RI-0119	Bejelentés pirotechnikai engedély / igazolás műszaki adattartamát nem érintő adatváltozásról (vállalkozás és felelős pirotechnikus adatai), valamint gyártási / forgalmazási / megsemmisítési / tárolási tevékenység megkezdéséről / szüneteltetéséről, továbbá (felhasználás kivételével) az engedélyezett vagy bejelentett tevékenység megszüntetéséről
RI-0119	Application concerning amendments not affecting the technical content of the pyrotechnic licence / certificate (data of enterprise and pyrotechnician in charge), as well as concerning commencement / discontinuation of manufacturing / distribution / disposal / storage activities, and furthermore (with the exception of use) concerning the termination of the licenced or reported activities

**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) [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=139780.339527](http://njt.hu/cgi_bin/njt_doc.cgi?docid=139780.339527)
4. 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)
5. 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)
6. Ministerial Decree No. 67/2007 (XII. 28.) on Establishing the Area of Jurisdiction 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)
7. Act XCIII of 1990 on duties (hereinafter referred to as Itv.) [http://njt.hu/cgi\\_bin/njt\\_doc.cgi?docid=13511.338389](http://njt.hu/cgi_bin/njt_doc.cgi?docid=13511.338389)

### **Submitting the report:**

The enterprise having its licence (decision) on the activity indicated in the title must submit its report without delay on the commencement of the activities, on the event of a change of pyrotechnician or the discontinuation of the activities exceeding 2 months, and within 8 days on the termination of the activities to the relevant county (municipal) police department of the place where the licence was issued.

The enterprise having a certificate on reporting distribution activities must submit its report without delay on the commencement of the activities, on the event of a change of pyrotechnician or the discontinuation of the activities exceeding 2 months, and within 8 days on the termination of the activities to the relevant police department of the place where the certificate was issued.

### **A.)**

#### **In possession of licence (decision)**

### **Costs and expenses of the procedure:**

1. Reporting on the commencement of activities – free of charge
2. Reporting on discontinuation of activities – free of charge
3. Reporting on termination of activities – free of charge
4. Amendments to data in licence (decision):
  - Data of enterprise – subject to administrative service fee: payable to the police: HUF 9,200
  - Change of pyrotechnician (revocation) – subject to administrative service fee: payable to the police: HUF 9,200
  - Changes or amendments to the mandate or any other data regarding the pyrotechnician in charge – subject to administrative service fee: payable to the police: HUF 9,200
  - New pyrotechnician in charge – subject to administrative service fee: payable to the police: HUF 9,200 and to the fire protection authority: HUF 13,000
  - In case of reporting several changes and amendments in one submission, the administrative service fee is payable only once.

#### **Administrative service fee payable to the Police:**

1. Payable in advance or subsequently to the appropriation allocation bank account numbers held by the relevant county (municipal) police department issuing the licence (decision).
2. Bank account numbers: Ministerial Decree No. 16/2012. (IV. 3.)
3. Pre-payment (recommended): In the description of the payment „pirotechnika módosítás” (pyrotechnics amendments) must be indicated.
4. Subsequent-payment: Not later than on the business day following the receipt of the registration number issued by the relevant 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)

#### **Administrative service fee payable to the fire protection authority:**

1. Payable in advance or subsequently to the appropriation allocation bank account numbers held by the relevant county (municipal) directorate for disaster management issuing the licence (decision).
2. Bank account numbers: See Ministerial Decree No. 53/2012 (X. 26.).

3. 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.
4. The payment of the costs and expenses must be verified concurrently with submitting the application for conducting the procedure.

**Annexes to be attached:**

1. In case of pre-payment, the verification of the administrative service fee payable to the Police (if the procedure is not free of charge)
2. The verification of the administrative service fee payable to the Directorate for Disaster Management (in case of new pyrotechnician)
3. Other annexes to be attached:
  1. Reporting on the commencement of activities: not required
  2. Reporting on discontinuation of activities: not required
  3. Reporting on termination of activities: not required
  4. Amendments and changes to data in the licence (decision):
    - Changes in the data of the enterprise: not required
    - Change of pyrotechnician in charge (revocation): not required
    - Changes or amendments to the mandate or any other data regarding the pyrotechnician in charge:
      1. copy of the pyrotechnics licence, if changed, and if the data of the earlier licence are contained in the licence (decision),
      2. copy of the fire prevention licence, if changed, and if the data of the earlier licence are contained in the licence (decision),
      3. other: not required.
    - New, pyrotechnician in charge:
      1. copy of the pyrotechnics licence
      2. copy of the fire prevention licence

**B.)**

In possession of a certificate on reporting (distributors)

**Costs and expenses of the procedure:**

1. Reporting on the commencement of activities (distribution) – free of charge
2. Reporting on discontinuation of activities (distribution) – free of charge
3. Reporting on termination of activities (distribution) – free of charge
4. Amendments to data in certificate:
  - Data of enterprise – subject to duties: HUF 3,000
  - Change of pyrotechnician (revocation) – subject to duties: general procedural fee of HUF 3,000
  - Changes or amendments to the mandate or any other data regarding the pyrotechnician in charge – subject to duties: general procedural fee of HUF 3,000
  - New pyrotechnician in charge – subject to duties: general procedural fee of HUF 3,000
  - In case of reporting several changes and amendments in one submission, the administrative service fee is payable only once.
5. Payable in advance or subsequently to the appropriation allocation bank account numbers held by the relevant county (municipal) police department.
6. Bank account numbers: See at the end of the customer information.
7. Pre-payment (recommended): In the description of the payment „pirotechnika módosítás” (pyrotechnics amendments) must be indicated.

8. Subsequent-payment: Not later than on the business day following the receipt of the registration number issued by the relevant 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)

**Annexes to be attached:**

1. In case of pre-payment of the general procedural fee of HUF 3,000, the verification of the payment (if the procedure is not free of charge)
2. Other annexes to be attached:
  1. Reporting on the commencement of activities: not required
  2. Reporting on discontinuation of activities: not required
  3. Reporting on termination of activities: not required
  4. Amendments and changes to data in the licence (decision):
    - Changes in the data of the enterprise: not required
    - Change of pyrotechnician in charge (revocation): not required
    - Changes or amendments to the mandate or any other data regarding the pyrotechnician in charge:
      1. copy of the pyrotechnics licence, if changed, and if the data of the earlier licence are contained in the licence (decision),
      2. copy of the fire prevention licence, if changed, and if the data of the earlier licence are contained in the licence (decision),
      3. other: not required.
    - New, pyrotechnician in charge:
      1. copy of the pyrotechnics licence
      2. copy of the fire prevention licence

**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 appropriate jurisdiction, or they have complied with the request for correction or amendment, the Police shall, in case of amendments, issue a new licence (decision) and revoke the previously issued licence (decision) / certificate, furthermore in case of termination of activities, the Police shall revoke the issued licence / certificate. The authority will not send the applicant any special decision on the acknowledged report on the commencement or discontinuation of activities. 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 in case of administrative service fees:

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

Bank account numbers in case of general procedural fees:

Intézmény	Központosított számla száma
Budapest Police Headquarters	10032000-01040298-00000000
Baranya County Police Headquarters	10024003-01040023-00000000
Bács-Kiskun County Police Headquarters	10025004-01040023-00000000
Békés County Police Headquarters	10026005-01040023-00000000
Borsod-Abaúj-Zemplén County Police Headquarters	10027006-01040023-00000000
Csongrád County Police Headquarters	10028007-01040023-00000000
Fejér County Police Headquarters	10029008-01040023-00000000
Győr-Moson-Sopron County Police Headquarters	10033001-01040023-00000000
Hajdú-Bihar County Police Headquarters	10034002-01040023-00000000
Heves County Police Headquarters	10035003-01040023-00000000
Jász-Nagykun-Szolnok County Police Headquarters	10045002-01040023-00000000
Komárom-Esztergom County Police Headquarters	10036004-01040023-00000000
Nógrád County Police Headquarters	10037005-01040023-00000000
Pest County Police Headquarters	10032000-01040315-00000000
Somogy County Police Headquarters	10039007-01040023-00000000
Szabolcs-Szatmár-Bereg County Police Headquarters	10044001-01040023-00000000
Tolna County Police Headquarters	10046003-01040023-00000000
Vas County Police Headquarters	10047004-01040023-00000000
Veszprém County Police Headquarters	10048005-01040023-00000000
Zala County Police Headquarters	10049006-01040023-00000000
National Police Headquarters	10032000-01040061-00000000