

# A-Z OF Licences/Permits

Issued By Government Departments/Relevant Offices In Ireland

This A-Z of licences/Permits provides the following key information:

- Details of the list of licences/permits issued by Government Departments, and Offices under their remit
- Links to online information, and
- Relevant contact details for further enquiries

*For further enquiries regarding the licence/permit, please contact the relevant Unit/Office listed below*

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Title of Licence /Permit	Purpose	Relevant Link to online information on Licence/Permit	Section/Agency/Body which issues Licence/Permit
Canine Semen Licences	To allow for the Import/Export of canine semen.	<a href="http://www.agriculture.gov.ie/farmingsectors/animalbreeding/dogs/">http://www.agriculture.gov.ie/farmingsectors/animalbreeding/dogs/</a>	Livestock Breeding, Production & Trade Department of Agriculture, Food and the Marine, Government Buildings, Farnham Street, Cavan  (From outside Ireland) Tel: +353 49 4368296 General Department Contact details
Cash-in-Transit	Licence issued to a contractor to legally provide a security service.	<a href="#">The Private Security Authority</a>	The Private Security Authority (From outside Ireland) +353 62 32628 or +353 62 31588 Email: <a href="mailto:licensing@psa.gov.ie">licensing@psa.gov.ie</a>
Cash-in-Transit Licence	Licence issued to an individual to legally provide a security service.	<a href="#">The Private Security Authority</a>	The Private Security Authority (From outside Ireland) Tel: +353 62 32628 +353 62 31588 Email: <a href="mailto:licensing@psa.gov.ie">licensing@psa.gov.ie</a>
CCTV (Installation & Maintenance)	Licence issued to a contractor to legally provide a security service.	<a href="#">The Private Security Authority</a>	The Private Security Authority  (From outside Ireland) Tel: +353 62 32628 / +353 62 31588 Email: <a href="mailto:licensing@psa.gov.ie">licensing@psa.gov.ie</a>

<p>Certificate of authorisation for the making available on the market of biocidal products (under Regulation 528/2012)</p>	<p>System for the authorisation of biocidal products in Ireland in accordance with Regulation (EU) No 528/2012 of the European Parliament and of the Council (S.I. No. 427 of 2013)</p>	<p><a href="http://www.pcs.agriculture.gov.ie/biocides/">http://www.pcs.agriculture.gov.ie/biocides/</a></p>	<p>Pesticides Registration &amp; Control Divisions Department of Agriculture, Food and the Marine Backweston Campus, Celbridge, Co. Kildare</p> <p>(From outside Ireland) Tel: +353 1 5058885 <a href="#">General Department Contact details</a></p>
<p>Certificate of authorisation for the placing on the market of plant protection products (under Regulation 1107/2009)</p>	<p>System for the authorisation of plant protection products in Ireland in accordance with Regulation (EC) No 1107/2009 of the European Parliament and of the Council (S.I. No. 159 of 2012)</p>	<p><a href="http://www.pcs.agriculture.gov.ie/plantprotectionproducts/">http://www.pcs.agriculture.gov.ie/plantprotectionproducts/</a></p>	<p>Pesticides Registration &amp; Control Divisions Department of Agriculture, Food and the Marine Backweston Campus, Celbridge, Co. Kildare</p> <p>(From outside Ireland) Tel: +353 1 5058885 <a href="#">General Department Contact details</a></p>
<p>Certificate of Personal Fitness</p>	<p>A person who is resident outside the State and who wishes to hold a Bookmakers Licence must first obtain a Certificate of Personal Fitness from the Minister for Justice and then apply to Revenue for a bookmakers licence</p>	<p><a href="#">Certificate of Personal Fitness</a></p>	<p>Casino Gaming Control Section, Department of Justice and Equality</p> <p>(From outside Ireland) Tel: +353 1 602 8202 Email: <a href="mailto:cgcontrol@justice.ie">cgcontrol@justice.ie</a></p>
<p>Certificate of Registration (or renewal of registration) of Bookmaking Offices</p>	<p>Authorises taking of bets on the premises. Must have a valid book-makers licence.</p>	<p><a href="http://www.revenue.ie/en/tax/excise/excise-licensing/bookmakers-licences.html">http://www.revenue.ie/en/tax/excise/excise-licensing/bookmakers-licences.html</a></p>	<p>Revenue Commissioners National Excise Licence Office, Email: <a href="mailto:exciselicences@revenue.ie">exciselicences@revenue.ie</a></p>

<p>Cider Retailer's Off Licence</p>	<p>Authorises sales of cider and perry for consumption off the premises. This licence can only be granted to the holder, in respect of the same premises, of a spirit dealers off licence or a wholesale dealers licence for the sale of spirits, beer or wine. This licence is not required by the holder of a licence to retail either beer on/off or spirits on/off</p>	<p><a href="http://www.revenue.ie/en/tax/excise/excise-licensing/retailers-licences.html">http://www.revenue.ie/en/tax/excise/excise-licensing/retailers-licences.html</a></p>	<p>Revenue Commissioners National Excise Licence Office, Email: <a href="mailto:exciselicences@revenue.ie">exciselicences@revenue.ie</a></p>
<p>Cider Retailer's On Licence</p>	<p>Authorises sales of cider and perry for consumption on or off the premises in any quantity up to 4.5 gallons.</p>	<p><a href="http://www.revenue.ie/en/tax/excise/excise-licensing/retailers-licences.html">http://www.revenue.ie/en/tax/excise/excise-licensing/retailers-licences.html</a></p>	<p>Revenue Commissioners National Excise Licence Office, Email: <a href="mailto:exciselicences@revenue.ie">exciselicences@revenue.ie</a></p>

<p>CITES Import Permit</p> <p>CITES Export Permit</p> <p>CITES Re-export Certificate</p> <p>CITES EU Trade Certificate</p> <p>*<a href="#">CITES</a> is the Convention on International Trade in Endangered Species of Wild Flora and Fauna</p>	<p>Comply with EU and National legislation.</p> <p>CITES is an international agreement between governments. 180 States or Parties are members of CITES (including all EU Member States).</p> <p>Its aim is to ensure that international trade in specimens of wild animals and plants does not threaten their survival. It covers approximately 35,000 species, which are listed in three Appendices, according to the degree of protection required.</p> <p>All import, export, re-export and introduction from the sea of species covered by CITES, as well as certain regulated trade within the EU, must be authorised through a licensing system. Annually wildlife trade is very diverse and estimated to be worth billions of Euros. Trade ranges from live animals and plants to a vast array of wildlife products derived from them, including food products, exotic leather goods, wooden musical instruments, timber, tourist curios and medicines.</p>	<p><i>Relevant link:</i></p> <p><a href="#">CITES Application Forms available for download</a></p>	<p>National Parks and Wildlife Service</p> <p>Contact details <a href="#">CITES Management Authority</a></p> <p>Email <a href="mailto:cites@ahg.gov.ie">cites@ahg.gov.ie</a></p>
<p>Club Authorisation for special event</p>	<p>To hold a special event in a club</p>	<p><a href="#">Club Authorisation for special event</a></p>	<p>Courts</p> <p><a href="#">Contact form</a></p>
<p>Club Certificate</p>	<p>An intoxicating liquor licence for a club</p>	<p><a href="#">Club Certificate</a></p>	<p>Courts</p> <p><a href="#">Contact form</a></p>

<p>Colorado Beetle (CB) Licence</p>	<p>Notification of the importation of plant and plant Produce to ensure compliance with National &amp; EU Plant Health Legislation</p>	<p><a href="http://www.agriculture.gov.ie/farmingsectors/planthealthtrade/">http://www.agriculture.gov.ie/farmingsectors/planthealthtrade/</a></p>	<p>Crop Safety Section, Crop Policy, Production &amp; Safety Division, Department of Agriculture, Food and the Marine Backweston Campus Celbridge, Co. Kildare</p> <p>(From outside Ireland)</p> <p>Tel: +353 1 505 8885 <a href="#">General Department Contact details</a></p>
<p>Combined Mooring and Passage Permit (CMP).</p>	<p>Required by each boat mooring and passing through locks on the Royal Canal, the Grand Canal and the Barrow Navigation.</p>	<p><i>Relevant links:</i></p> <p><a href="#">Download the application form</a></p> <p><a href="http://www.waterwaysireland.org/Pages/Boating/Permits.aspx">http://www.waterwaysireland.org/Pages/Boating/Permits.aspx</a></p>	<p>Waterways Ireland, Harbour Rd, Tullamore, Co Offaly. (From outside Ireland) Tel: +353 57 925 2300</p> <p>Email: <a href="mailto:shane.anderson@waterwaysireland.org">shane.anderson@waterwaysireland.org</a></p>
<p>Commencement Notice</p> <p>Persons intending to carry out certain building works are required to submit a Commencement Notice in advance of the commencement of the proposed building works.</p>	<p>The purpose of a Commencement Notice is to notify the relevant building control authority that a person intends to carry out either building works or a material change of use to a building to which the Building Regulations 1997 apply.</p> <p>The requirement is set out in Section 6 of the Building Control Act 1991 (Number 3 of 1991). The process is set out in Part II of the Building Control Regulations 1997 – 2014. Both the Act and the Regulations can be found on <a href="http://www.irishstatutebook.ie">www.irishstatutebook.ie</a>.</p>	<p><a href="https://www.localgov.ie/en/bcms">https://www.localgov.ie/en/bcms</a></p>	<p><i>Notice is given to individual building control authorities. Information of the Building Control Regulations 1997 – 2014 is available from The Building Standards Department of the Environment, Community &amp; Local Government, Custom House, Dublin 1, Ireland.</i></p> <p>Tel: +353(0)1 888 2000 Email: <a href="mailto:buildingstandards@environ.ie">buildingstandards@environ.ie</a> Web: <a href="http://www.environ.ie">www.environ.ie</a></p>
<p>Commercial Operating Licence</p>	<p>Requires that all businesses operating on property owned by Waterways Ireland are in receipt of a commercial operating licence. The licence sets out the conditions that the licensee may operate on the Licensors property.</p>	<p><i>Relevant link:</i></p> <p><a href="http://www.waterwaysireland.org/Pages/Commercial%20Activity/Commercial-Operating-Licence.aspx">http://www.waterwaysireland.org/Pages/Commercial%20Activity/Commercial-Operating-Licence.aspx</a></p>	<p>Waterways Ireland/ Operations Administration Section</p> <p>Email: <a href="mailto:orla.foster@waterwaysireland.org">orla.foster@waterwaysireland.org</a></p>

<p>Commercial Pilot Licence (CPL)</p>	<p>Issued to permit a pilot to operate in a commercial capacity</p>	<p><a href="https://www.iaa.ie/personnel-licensing/pilot-licences-(eu-regulations)">https://www.iaa.ie/personnel-licensing/pilot-licences-(eu-regulations)</a></p>	<p>Personnel Licensing Division, Regulatory Performance &amp; Personnel Licensing Department, Irish Aviation Authority</p> <p>Contact: K. Swords Email: <a href="mailto:kevin.swords@iaa.ie">kevin.swords@iaa.ie</a> (From outside Ireland) Tel: +353 1 603 1452</p>
<p>Community Licence (Road Haulage)</p>	<p>This Licence entitles the holder to engage in the international carriage of goods for hire or reward within the member states of the European Union and is issued in conjunction with the International Road Haulage Operator's Licence.</p>	<p><a href="#">Road Transport Operator Licensing Online</a></p>	<p>Road Transport Operator Licensing Unit</p> <p>Contact: Colette Callanan, Assistant Principal, Dept. of Transport, Tourism &amp; Sport, Clonfert House, Bride St., Loughrea, Co. Galway</p> <p>(From outside Ireland) Tel: +353 91 872901 Email: <a href="mailto:colettecallanan@dtas.ie">colettecallanan@dtas.ie</a></p>
<p>Community Licence (Road Passenger)</p>	<p>This Licence entitles the holder to engage in the international carriage of passengers by coach and bus for hire or reward within the member states of the European Union and is issued in conjunction with the International Road Passenger Transport Operator's Licence.</p>	<p><a href="#">Road Transport Operator Licensing Online</a></p>	<p>Road Transport Operator Licensing Unit</p> <p>Contact: Colette Callanan, Assistant Principal, Dept. of Transport, Tourism &amp; Sport, Clonfert House, Bride St., Loughrea, Co. Galway</p> <p>(From outside Ireland) Tel: +353 91 872901 Email: <a href="mailto:colettecallanan@dtas.ie">colettecallanan@dtas.ie</a></p>

<p>Conformity of Production (COP) Document</p>	<p>When engaging in international transport operations, drivers are advised to carry a standard COP document in the vehicle as evidence of the NOx Emissions of that vehicle. NOx emissions of the vehicle are one of the considerations when toll charges are being assessed.</p>	<p><a href="#">Road Transport Operator Licensing Online</a></p>	<p>Road Transport Operator Licensing Unit</p> <p>Contact: Colette Callanan, Assistant Principal, Dept. of Transport, Tourism &amp; Sport, Clonfert House, Bride St., Loughrea, Co. Galway</p> <p>(From outside Ireland) Tel: +353 91 872901 Email: <a href="mailto:colettecallanan@dtas.ie">colettecallanan@dtas.ie</a></p>
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<p>Contained use of Genetically Modified Micro-organisms</p>	<p>The Environmental Protection Agency is Ireland’s competent authority under Directive 2009/41/EC, which is a re-cast of EU Directive 98/81/EC, on the contained use of genetically modified micro-organisms (GMMs).</p> <p>Detailed procedures concerning the authorisation process are set out in the Directive and the Genetically Modified Organisms (Contained Use) Regulations 2001 (S.I. No. 73 of 2001) as amended by Genetically Modified Organisms (Contained Use) (Amendment) Regulations 2010 (S.I. No. 442/2010).</p> <p>The protection of human health and the environment requires that due attention be given to controlling risks from the contained use of GMOs and GMMs. The authorisation scheme is as per the procedure set out in the Directive.</p> <p>Service providers who intend to carry out a contained use of a GMO/GMM are required to notify and obtain prior consent from the competent authority. They are also required to maintain written records of work and to notify the competent authority of certain new information as it becomes available. The Regulations are available at <a href="http://www.irishstatutebook.ie/2001/en/si/0073.html">http://www.irishstatutebook.ie/2001/en/si/0073.html</a></p> <p>and</p> <p><a href="http://www.irishstatutebook.ie/2010/en/si/0442.html">http://www.irishstatutebook.ie/2010/en/si/0442.html</a></p>	<p><a href="http://www.epa.ie/licensing/gmo/contained/">http://www.epa.ie/licensing/gmo/contained/</a></p>	<p>Environmental Protection Agency (EPA)</p> <p>Office of Climate, Licensing &amp; Resource Use</p> <p>PO Box 3000 Johnstown Castle Estate County Wexford Tel (Locall): 1890 335599 or 053 916 0600</p> <p>Email: <a href="mailto:licensing@epa.ie">licensing@epa.ie</a></p>
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<p>CPC Training Organisation</p> <p>CPC Trainer</p>	<p>Approval Individual CPC Training Organisations for Delivery of Driver CPC Training at per SI359 of 2008</p>	<p><a href="#">CPC Training Organisation/CPC Trainer</a></p>	<p>Driver Education Section Road Safety Authority (RSA), Moy Valley Business Park Primrose Hill Ballina Co. Mayo</p> <p>Contact person: Lorraine Munnely Driver CPC Unit Manager, RSA, Primrose Hill, Ballina Co. Mayo</p> <p>Email: <a href="mailto:Lorrainemunnely@rsa.ie">Lorrainemunnely@rsa.ie</a></p>
<p>Credit Intermediaries Authorisation (Issued by the National Consumer Agency)</p>	<p>To operate as a Credit Intermediary, either as a Sole Trader or as a Partnership/ Limited</p>	<p><a href="#">Credit Intermediary</a></p>	<p>National Consumer Agency email : <a href="mailto:ask@ccpc.ie">ask@ccpc.ie</a></p>
<p>CVR test operator authorisation</p>	<p>Authorisation needed to conduct commercial vehicle tests and to operate as a CVR test operator</p>	<p><a href="#">Commercial Vehicle Roadworthiness Testing</a></p>	<p>Ms Marie Harris, CVR Authorisations Unit, Road Safety Authority (RSA), Clonfert House, Bride Street, Loughrea, Co. Galway</p> <p>(From outside Ireland) Tel:+353 91 872600 Email: <a href="mailto:marieharris@rsa.ie">marieharris@rsa.ie</a></p>
<p>CVR tester authorisation</p>	<p>Authorisation needed by a CVR tester to undertake commercial vehicle tests on vehicles at a Commercial Vehicle Testing Centre</p>	<p><a href="#">Commercial Vehicle Roadworthiness Testing</a></p>	<p>Ms Marie Harris, CVR Authorisations Unit, Road Safety Authority (RSA), Clonfert House, Bride Street, Loughrea, Co. Galway</p> <p>(From outside Ireland) Tel: +353 91 872600 Email: <a href="mailto:marieharris@rsa.ie">marieharris@rsa.ie</a></p>