

**DESCRIPTION OF THE ADMINISTRATIVE SERVICE TO ISSUE PERMISSIONS FOR LABELING PREPACKAGES WITH e-MARK AND MEASURING CONTAINER BOTTLES WITH 3-MARK AND PERMISSIONS TO REDUCE PERIODICAL CHECKING FREQUENCY**

1.	Name of service	Issue of permissions for labeling prepackages with e-mark, measuring container bottles with 3-mark and permissions to reduce periodical checking frequency
2.	Recipients of service	Legal and natural persons, also organizations established in other Member States of the European Union and in other States of the European Economic Area and in the Republic of Turkey, their branches in the Republic of Lithuania, who supplies on the market prepackages and measuring containers bottles within the scope of Technical Regulation on Prepackages and Measuring container bottles (below - 'the Regulation'), and wishes to label prepackages and / or measuring container bottles with "e" and "3" marks
3.	Type of service: electronic/ non-electronic	Non-electronic service
3.1.	Link to electronic service	-
3.2.	Link to online application form ( <i>when electronic service unavailable</i> )	<a href="http://metrinsp.lrv.lt/lt/veiklos-sritys/fasuotu-prekiu-e-ir-matavimo-indu-3-zenklinimas-1">http://metrinsp.lrv.lt/lt/veiklos-sritys/fasuotu-prekiu-e-ir-matavimo-indu-3-zenklinimas-1</a>
4.	Timeframe of service	5 workdays
5.	Fees of service	The service is free of charge
6.	Cross-border payment measures and procedure	-
7.	Description of process for obtaining a service	<p>The manufacturer, packer or importer who wants to label prepackages or measuring container bottles with the "e" or "3" mark, and competent body affirmatively evaluated their control system on the quantity of prepacked product and / or volume of measuring container bottle in accordance with Annex 6, Chapter II of the Regulation, shall submit to Lithuanian Metrology Inspectorate the documents listed below.</p> <p>Permission to label prepackages or measuring container bottles with "e" and "3" marks, respectively, is issued by order of the head of the Lithuanian Metrology Inspectorate, taking into account the conclusion of the control system</p>

		<p>compliance report on the quantity of prepacked product and / or volume of measuring container bottle compliance to the Regulation.</p> <p><a href="https://www.e-tar.lt/portal/lt/legalAct/80efd740635511e58e1ab2c84776483b">https://www.e-tar.lt/portal/lt/legalAct/80efd740635511e58e1ab2c84776483b</a></p>
8.	List of documents to be submitted to obtain a permit	<ul style="list-style-type: none"> <li>- Application for permission (Appendix 1 of the Description of the permissions to label prepackages with "e" mark and measuring container bottles with „3“ mark and the permission to Reduce Periodical checking Frequency)</li> <li>- control system compliance report on the quantity of prepacked product and / or volume of measuring container bottle</li> <li>- check report for quantity of prepacked product and / or volume of measuring container bottle for every type of prepackage or measuring container bottle</li> <li>- Copy of the certificate of the quality management system certified in accordance with LST EN ISO 9001: 2008 or another quality management system meeting the requirements of the LST EN ISO 9001: 2008 standard or the packer's declaration confirming that the quality management system implemented by packer meets the requirements of EN ISO 9001: 2008 standard.</li> </ul> <p><a href="https://www.e-tar.lt/portal/lt/legalAct/80efd740635511e58e1ab2c84776483b">https://www.e-tar.lt/portal/lt/legalAct/80efd740635511e58e1ab2c84776483b</a></p>
9.	Contact details of the authority providing a service (position of responsible employee, name and surname, e-mail, phone no.)	<p>Lithuanian Metrology Inspectorate  Chief specialist <b>Olga Mičinskaja</b>  Phone: +370 659 82254  E-mail: <a href="mailto:Olga.Micinskaja@metrinsp.lt">Olga.Micinskaja@metrinsp.lt</a></p>
10.	Information concerning available remedies	In accordance with the procedure and terms established by the Law on Administrative Proceedings of the Republic of Lithuania
11.	Contact details of organisations from which providers or recipients can obtain practical assistance	-