

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to Operate Fuel Importation and Exportation Business	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoIC-DTD-20	09.01.2018	Domestic Trade Department

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	D - Electricity, gas, steam and air conditioning supply
Purpose for enforcing the business formality	Fuel is one of the key production factor of Lao economic; therefore, it is necessary to manage and control the business relating to fuel and since Fuel importation business is the first point of entry of fuel in Lao, it is even more necessary to manage and control.
Who should complete this business formality?	Any person or legal entity that intends to carry out a business of importing fuel for distribution to domestic fuel wholesaler, exporting or importing fuel for transit purpose.
The formality has online information?	NO
Link to online information	
The formality has an application form?	NO
Any additional comment concerning the formality	The Fuel importation and exportation business operator shall prepare and submit (i) annual fuel importation plan; and (ii) annual fuel distribution plan as certified by the Fuel Association to the Ministry of Industry and Commerce for their consideration before 31 October each year; provided that if additional fuel will be imported, a new / supplementary plan shall be submitted at least 60 days prior to the intended importation date.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	35	After receipt the complete package of documents, the Ministry of Industry and Commerce shall coordinate with the lined agencies to conduct site inspection within 5 working days and if the applicant passes the site inspection and document review, this Formality shall be issued within 30 working days.
Qualifications needed	1. Having registered capital of not less than 150 Billion LAK and working capital of	

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REQUIREMENTS AND SUPPORTING EVIDENCE	
by the business to get the formality	60 Billion LAK; 2. Having fuel storage that can contain fuel of more than 5 Million litres; 3. Having company trademark registered with the relevant authorities; 4. Having at least 20 fuel transpiration vehicles; 5. Having fuel distributor that is the Domestic Fuel Distributor; 6. Having fuel quality laboratory that has been registered with Ministry of Science and Technology; 7. Having at least 30 personnels that passes the training on fuel business hosted by the relevant authorities.
Is there any reason for the authority to deny the issuing of the formality?	Deny in case that the applicant fails to meet the required conditions or qualifications.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	36
What is the process and conditions to renew the formality?	

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	0.00	0.00	0.00	0.00
Comments	This Formality just becomes effective so no fee is defined in any legal documents and the relevant authority have not made a final decision on the applicable fee just yet.			

RENEWAL FEES				
Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	0.00	0.00	0.00	0.00

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RENEWAL FEES	
Comments	This Formality just becomes effective so no fee is defined in any legal documents and the relevant authority have not made a final decision on the applicable fee just yet.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Decree on Fuel Business	331/ນຍ	27.10.2017	Part II Establishment and Operation of Fuel Business Chapter 1: Establishment of Fuel Business (Article 6 - 8) Chapter 2: Operation of Fuel Importation and Exportation Business (Article 10 - 18)

REQUIRED DOCUMENTS	
Document Name	Comment
Certificate for the Issuance of the Tax Identification Number	
Certificate to confirm Land Ownership	ໃບຢັ້ງຢືນກຳມະສິດຂອງສາງ
Permit to Construct a Building Structure	ໃບອະນຸຍາດປຸກສ້າງ ແລະ ໃບຢັ້ງຢືນຄວາມຖືກຕ້ອງຂອງສະຖານທີ່ຕັ້ງຂອງສາງ ຈາກຂະແໜງໂຍທາທິການ ແລະ ຂົນສົ່ງ
Certificate to approve the Environmental and Social Impact Assessment	
Certificate for Enterprise Registration of Company Limited	
Certificate of the Fuel Business Training Course	
Certificate for the Membership Enrolment in Fuel Association	
Fuel Sale-Purchase or Distribution Agreement from Foreign Fuel Company	
Certificate of Fire Safety Inspection for Fuel Storage	
Certification of Financial and Asset / Financial Statements	ບັນຊີຊັບສິນຂອງບໍລິສັດ ລວມມີ: ບັນຊີສາງເກັບນ້ຳມັນເຊື້ອໄຟ, ບັນຊີພາຫະນະຂົນສົ່ງນ້ຳມັນເຊື້ອໄຟ, ບັນຊີເຄື່ອງກວດສອບຄຸນນະພາບນ້ຳມັນເຊື້ອໄຟ

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REQUIRED DOCUMENTS	
Address Certification	ໃບຢັ້ງຢືນສະຖານທີ່ຕັ້ງສາງ ທີ່ຜ່ານການຢັ້ງຢືນຈາກອົງການປົກຄອງບ້ານ
Feasibility Study	ຕາມແບບຝົມທີ່ອົງການຄຸ້ມຄອງທຸລະກິດນໍ້າມັນເຊື້ອໄຟ ກຳນົດ
Environmental and Social Impact Assessment	

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016		

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document