

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to Operate Fuel Station	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoIC-DTD-22	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 station will provide fuel to the general public, it is necessary to manage and control the operation and the quality.
Who should complete this business formality?	Any person or legal entity that intends to retail selling fuel directly to customer - both as self-invested station and gas distribution station.
The formality has online information?	NO
Link to online information	
The formality has an application form?	NO
Any additional comment concerning the formality	In case there are other business operations carrying out in the fuel station, an Enterprise Registration Certificate shall be obtained separate for each business operation.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	20	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 15 working days.
Qualifications needed by the business to get the formality	1. Having registered capital of more than 1 Billion LAK for self-invested fuel station or 300 Million LAK for fuel distributing station; 2. Having location and structure as defined under the Decree on Fuel Business; 3. Having the fuel dispenser and other quantity equipment that meets the standards; 4. Having	

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REQUIREMENTS AND SUPPORTING EVIDENCE	
	public toilet and other required facilities under the Decree.
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	24
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
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.			

Datasheet for business formalities.
Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

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 4: Operation of Fuel Station (Article 24 - 28)

REQUIRED DOCUMENTS	
Document Name	Comment
Fuel Distribution Agreement for Fuel Station	
Certification of Financial and Asset / Financial Statements	ບັນຊີຊັບສິນຂອງປ້ານໍ້າມັນເຊື້ອໄຟ ແລະ ເອກະສານຢັ້ງຢືນຖານະການເງິນຈາກທະນາຄານ
Certificate of Fire Safety Inspection for Fuel Storage	
Certificate to approve the Environmental and Social Impact Assessment	
Certificate for the Issuance of the Tax Identification Number	
Certificate for Enterprise Registration of Company Limited	ກໍລະນີປ້ານໍ້າບໍລິສັດລົງທຶນເອງ, ໃບທະບຽນວິສາຫະກິດ ຕ້ອງມີຈຸດປະສົງ ດໍາເນີນກິດຈະການບໍລິສັດຈໍາໜ່າຍຜາຍໃນ
Permit to Construct a Building Structure	ໃບອະນຸຍາດປຸກສ້າງ ແລະ ໃບຢັ້ງຢືນຄວາມຖືກຕ້ອງຂອງສະຖານທີ່ຕັ້ງຂອງປ້າ ຈາກຂະແໜງໂຍທາທິການ ແລະ ຂົນສົ່ງ
Feasibility Study	

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

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