

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	Registration of Fertiliser	
Type of formality	Registration	
Formality Code	Date of last modification	Responsible Authority
MoAF-DoA-3	21.09.2017	Department of Agriculture

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	A - Agriculture, forestry and fishing
Purpose for enforcing the business formality	To ensure that fertiliser will be imported and produced correctly and to ensure no harm to plants, to human health and the environment.
Who should complete this business formality?	Individuals, jurists person who intends to (i) produce the fertiliser for sale; (ii) import the fertiliser into Lao PDR, except for the use in test and technical research purposes; or for the display or use in the government aid project; (iii) export the fertiliser; (iv) sell the fertiliser; and (v) use the fertiliser.
The formality has online information?	NO
Link to online information	
The formality has an application form?	YES
Any additional comment concerning the formality	1. Fertiliser produced, imported, exported and sold in Lao PDR shall have the label showing the technical information in Lao language 2. Advertisement of fertiliser in Lao PDR can only be done for the fertiliser that has been registered in Lao PDR already and all the advertisement document shall be technically reviewed by the relevant lined agencies.

REQUIREMENTS AND SUPPORTING EVIDENCE	
Time it takes to the authorities to process the formality	15
Qualifications needed by the business to get the formality	1. The fertiliser shall meet all the required standards and not be the fake or under-standard fertiliser 2. Imported fertiliser shall be registered from the origin country; 3. Fertiliser produced domestically shall get the test certificate from National Agriculture and Forestry Research Institute
Is there any reason for	Deny in case that the fertiliser does not meet the required qualifications and

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REQUIREMENTS AND SUPPORTING EVIDENCE	
the authority to deny the issuing of the formality?	standards

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?	The renewal shall be done within 30 days prior to the expiration date of this 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	65000.00	5000.00	70000.00
Comments	Reference: Presidential Edict 03/PR			

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	65000.00	0.00	65000.00
Comments	Reference: Presidential Edict 03/PR			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Order on the Management of Fertilizer in Lao PDR	2169/ກຸບ	24.10.2013	Chapter 5 Fertiliser Registration (Article 29 to Article 34)

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REQUIRED DOCUMENTS	
Document Name	Comment
Sample of Label /Packaging/ Storage	ຕົວຢ່າງສະຫລາກຝຸນ, ຮູບພາບສະແດງການບັນຈຸ ແລະ ຄຸ້ມຄອງນໍາໃຊ້ ແລະ ຂໍ້ຄວນລະວັງເປັນພາສາລາວ
Certificate for Enterprise Registration of Company Limited	
License to Operate Medicine and Medical Device Factory	ໃບອະນຸຍາດສ້າງຕັ້ງໂຮງງານ ກໍລະນີຜະລິດຝຸນໃນ ສປປ ລາວ
Brief of Producing Method	ລາຍລະອຽດການຜະລິດ, ການດໍາເນີນທຸລະກິດ ສໍາລັບການຜະລິດຝຸນໃນ ສປປ ລາວ
License to Operate Agriculture and Forestry Business	
Result from the analysis undertaken by National Agriculture and Forestry Research Institute	(ສໍາຫລັບຝຸນທີ່ຜະລິດໃນ ສປປ ລາວ)
Copy of ID card or Family book of Managing Director	Only copy ID Card
Export permit form Origin Country	
Power of Attorney (in case the applicant appoints the attorney to proceed with the application)	
Certificate of nutrients analysis to ensure that fertiliser meets international standard	ບໍ່ໃຫ້ເກີນ 6 ເດືອນ
Certificate of Fertilizer Products registration from importing country	

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	43	0

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
Fertilizer Registration Form	Application form	fertilizer-registration-form 598abe853fce2.pdf