

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to Operate Irrigation Business	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoAF-ID-6	28.12.2017	Irrigation Department

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	The irrigation system is vital and important for public interest and improper construction and management of irrigation system may lead to risks of water supply, droughts, floods and impacts on agricultural production, so is necessary to enforce this Formality to prevent such risks.
Who should complete this business formality?	Any person or legal entity that intends to conduct Irrigation Business that include (i) conducting feasibility study for irrigation project ;(ii) conducting irrigation surveys and design and providing technical advice;(iii) conducting the irrigation project; (iv) utilizing and repairing the irrigation project; (v) construction of irrigation of the agriculture irrigation project
The formality has online information?	NO
Link to online information	
The formality has an application form?	YES
Any additional comment concerning the formality	There are 3 Tiers of Irrigation Business, including (i) Tier 1 with the ability to undertake any Project in any size nationwide;(ii) Tier 2 with the ability to undertake partial work for the big-size Project and the total work for the small or medium-size Project nationwide;and(iii) Tier 3 with the ability to undertake only small-size project in specific province.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	30	Relevant law does not define the review period but the authority informed that normally the review process does not exceed 30 working days
Qualifications needed by the business to get	1.Having the irrigation engineer that have the working experience for at least 5 year in the amount defined for each Tier of Irrigation Business. 2.Having at least	

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REQUIREMENTS AND SUPPORTING EVIDENCE	
the formality	one manager who has the specific irrigation background and having the company chief that is a qualified irrigation engineer 3.Having sufficient capital and equipment in the total amount as defined for each Tier of Irrigation Business;provided that company shall have working capital of at least 30% of the total fixed assets
Is there any reason for the authority to deny the issuing of the formality?	Deny in the case that the applicant fails to comply with the required qualification or conditions.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12
What is the process and conditions to renew the formality?	1.The renewal process shall be undertaken within 15 days after the expiry date unless the authority shall be entitled to deny the renewal However, if the applicant has any justifiable reason, the renewal time may be extended to the timeline of maximum of 30 days; 2. The applicant shall submit the supporting documents to show the competences of the company to continue their operation.

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	500000.00	50000.00	550000.00
Comments	Application fee is 50,000 kip and Certificate fee is 500,000 both fees are according by Authority informed by letter			

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
NO	0.00	50000.00	500000.00	550000.00

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Comments	Renewal fee is 500,000 kip and Certificate fee is 50,000 both fees are according by Authority informed by letter

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Law on Irrigation	26/ສພຊ	14.12.2012	
Decision on Licensing of Irrigation Business	0104/ກປ.2002	31.01.2002	

REQUIRED DOCUMENTS	
Document Name	Comment
Certificate for Enterprise Registration of Company Limited	Copy Of Certificate Enterprise for Owner Business and Share holder
Certification of Financial and Asset / Financial Statements	ໃບຢັ້ງຢືນຖານະການເງິນຈາກທະນາຄານ, ໃບສະຫລຸບຊັບສິມບັດ-ໜີ້ສິນ, ບັນຊີຊັບສິມບັດຄົງທີ່ພ້ອມດ້ວຍການຢັ້ງຢືນກຳມະສິດຈາກອົງການກ່ຽວຂ້ອງ ຈາກພະແນກ ໂຍທາທິການ ແລະ ຂົນສົ່ງ ແລະ ບັນຊີລູກໜີ້
Location Map of the Enterprise	
Power of Attorney (in case the applicant appoints the attorney to proceed with the application)	
Education Qualification Evidence	1. Certificate of the Technical Staffs and Agreement between Company and those Technical staff; and 2. Working confirmation from the past working experiences
Photograph of the Managing Director	Size 3x4 of 4 photos
Copy of Passport of the Managing Director	
Article of Association	
Joint Venture Agreement / Partnership Agreement / Incorporation Agreement	
Organization Chart of the Enterprise	
List of Employees	
Copy of Tax Certificate	
Criminal Certificate	
Feasibility Study	

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STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	5	28

LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
Application Form for Irrigation Companies	Application form	application-form 599bdd14d6dcb.pdf