

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	License to provide Environment Service	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoNRE-EQPD-1	11.08.2017	Department of Environment Quality Promotion

BACKGROUND DATA	
Means of presentation	At the Authority Offices
Specific sector linked to the formality	M - Professional, scientific and technical activities
Purpose for enforcing the business formality	The environment service provider will provide the environment service to the activities that will cause environmental and social impacts so it is necessary to ensure the quality and the capacity of the service provider with the ultimate goal to mitigate the risk to environment
Who should complete this business formality?	Any individual or enterprise that intends to provide Environment Service that include the following services: 1. Assessment, analysis and preparation of the Environmental and Social Impact Assessment 2. Provision of eco-friendly technology and building structures 3. Pollution control and management of general, hazardous and toxic waste 4. Education and awareness raising to promote environment quality 5. Planning for the Integrated Environmental Management Plan 6. Preparing the Strategic Environmental Assessment 7. Implementation of the obligations under the Environmental and Social Management Plan 8. Monitoring of the environment quality (air, water or noise) 9. Research and Analysis of environment quality 10. Other technical services relating to environment service.
The formality has online information?	NO
Link to online information	
The formality has an application form?	YES
Any additional comment concerning the formality	

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	20	The relevant law only defines the document review process that it shall not be more than 15 working days; however, the authority will have to do initial inspection on site as well. It is estimated by the

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REQUIREMENTS AND SUPPORTING EVIDENCE	
	authority that the inspection should not be more than 5 working days so altogether 20 working days.
Qualifications needed by the business to get the formality	1. Having the Enterprise Registration Certificate and the feasibility study 2. Having good financial condition – having at least 400 Million LAK registered capital for the service provider who conducts ESIA and having at least 100 Million LAK for other services 3. Having sufficient environment expert – having at least 3 experts that have master’s degree; and having other staff that have high level diploma with at least 3 years of working experience and those experts shall not be the government officers or have committed any crime 4. Having sufficient office and technical equipment 5. Having good track record in contributing to the activities relating to natural resources and environment protection
Is there any reason for the authority to deny the issuing of the formality?	Deny in case the applicant does not have the required qualification or does not meet the required conditions.

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?	90 days before the expiry date of the permit, the enterprise who intends to renew the permit shall submit the application form and the 2-year operation report and the revised feasibility study prepared in the defined form to the authority.

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	1500000.00	2500000.00	0.00	4000000.00
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	Total renewal fees businesses need to disburse

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RENEWAL FEES				
			disburse	
YES	1500000.00	2500000.00	0.00	4000000.00
Comments	As defined in the Presidential Edict 03			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Order on Provision of Operation Service relating to Environment	0345/ກຊສ	22.01.2015	
Law on Environment Protection (Revised)	29/ສພຊ	18.12.2012	Article 44 and Article 45
Guideline (Additional) on Application Steps for the new application or renewal of the Permit to provide Environmental Service	137/ກຊສ.ກສສ	07.03.2016	

REQUIRED DOCUMENTS	
Document Name	Comment
Certificate for the Issuance of the Tax Identification Number	ສໍາເນົາ
Certificate of Annual Tax Payment	ສໍາເນົາ
Certificate for Enterprise Registration of Company Limited	ສໍາເນົາ
Estimated Income	ສໍາລັບອີກ 2 ປີຂ້າງໜ້າ
Curriculum vitae of Technical Staffs	
Certification of Financial and Asset / Financial Statements	
List of Equipment	
Criminal Certificate	
Article of Association	
Feasibility Study	

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	4	7

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LIST OF ATTACHED DOCUMENTS		
Name of document	Type of document	File of document
CV of the experts	Application form	5982d15f7cbb1.pdf
Draft Report for the Renewal of the Permit	Application form	5982d1d21c845.pdf
Format for the Feasibility Study	Application form	5982d1f21f6a0.pdf
Example of resolution	Example of resolution	example-of-resolution 5982d2056a8e9.pdf
Application Form	Application form	5982d10c951a7.pdf