

Datasheet for business formalities.

Technical Assistance for Business Regulation Review and Rationalization in Lao PDR

REGISTRATION DATA		
Name of formality	Licenses to Operate an Animal Pharmacy and Equipment Shop	
Type of formality	License	
Formality Code	Date of last modification	Responsible Authority
MoAF-LFD-11	04.01.2018	Livestock and Fishery 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 shop will give advice and have direct communication to the customer about the animal drugs and equipment so it is important to ensure that the entrepreneur will have standardised qualifications and license shall be given to assure the qualification of those shops
Who should complete this business formality?	Any person or legal entity that intends to operate the business of selling, importing and exporting drugs and equipment that will be used for the provision of veterinarian services.
The formality has online information?	NO
Link to online information	
The formality has an application form?	NO
Any additional comment concerning the formality	1. It is prohibited to located the shop in the fresh market; 2. It is prohibited to relocate the shop without getting approval; 3. It is prohibited to change the shop seller without informing the Department; 4. It is prohibited to sell animal drugs together with the human drugs and prohibited to sell the products more than the approved quota.

REQUIREMENTS AND SUPPORTING EVIDENCE		
Time it takes to the authorities to process the formality	10	Relevant laws do not define the review period but the authority informed that the normal review period do not exceed 10 working days.
Qualifications needed by the business to get the formality	1. Having good health and aged more than 20 years; having permanent residence for not less than 5 years; never been convicted or subject to the disciplinary sanction; not being insolvent; 2. Having location and equipment that meet the following standards: (i) location shall have the total area of not less than 12	

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REQUIREMENTS AND SUPPORTING EVIDENCE	
	square metre, separated from the residential areas and have separate warehouse with the total areas of not less than 9 square meters; (ii) shall have well-equipped equipment for the store and display of the products; (iii) the shop sign shall define all the contact details of the owner; 3. Being graduated with the Bachelor's Degree in veterinarian filed or equivalent; and 4. Having an assistant who has the veterinarian expertise who will be stationing at the shop when the owner is absent.
Is there any reason for the authority to deny the issuing of the formality?	Deny if the applicants fails to meet the required qualifications.

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 month before the Formalities' expiration, the investor shall submit the following documents for the renewal: (i) Application for the renewal; (ii) Health Certificate checked not more than 3 months; (ii) Address Certificate; (iv) 3 Photograph size 3x4 taken not more than 1 year; (v) Site Inspection Report undertaken by the Department.

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	The applicable fees have not been defined in any legal act. The authority is in the process of proposing the applicable fees to be included in the revised Presidential Edict No. 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

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YES	0.00	0.00	0.00	0.00
Comments	The applicable fees have not been defined in any legal act. The authority is in the process of proposing the applicable fees to be included in the revised Presidential Edict No. 03/PR			

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Order on the Management of Animal Health Clinics, Pharmacies and Veterinary Equipment	1973/ກບ	23.08.2012	Chapter 3 Animal Pharmacy and Equipment Shop (Article 11 to Article 14)
Law on Livestock and Veterinary (Revised)	08/ສພຊ	11.11.2016	

REQUIRED DOCUMENTS	
Document Name	Comment
List of Drugs and Veterinary Equipment	ບັນຊີຢາ ແລະ ເຄື່ອງມືສັດຕະວະແພດທີ່ຈະຂາຍ
Site Inspection report	ໃບຢັ້ງຢືນການລົງກວດກາສະຖານທີ່ຂອງເຈົ້າໜ້າທີ່ກ່ອນອະນຸຍາດ
Education Qualification Evidence	ໃບປະກາດສະນິຍະບັດດ້ານສັດຕະວະແພດຊັ້ນປະລິນຍາຕີ ຫຼື ທຽບເທົ່າ
Location Map of the Enterprise	
Criminal Certificate	
Photograph	ຮູບຖ່າຍບໍ່ເກີນ 1 ປີ, ຂະໜາດ 3x4 ຈຳນວນ 3 ໃບ
Address Certification	
Certification of Health	ໃບຢັ້ງຢືນສຸຂະພາບທີ່ອອກໃຫ້ບໍ່ກາຍ 3 ເດືອນ
Curriculum vate	ໃບຊີວະປະຫວັດທີ່ມີຮູບຕິດ ບໍ່ກາຍ 1 ປີ

STATISTICS (Issue or/and renewed number)		
Year	Issued	Renewed
2016	3	0

LIST OF ATTACHED DOCUMENTS

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LIST OF ATTACHED DOCUMENTS

Name of document

Type of document

File of document